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DATE OF ORDER CONTRACT NO. ORDER NO. 09/26/2013 EP-C-12-054 0004 ITEM NO. SUPPLIES/SERVICES QUANTITY UNIT UNIT AMOUNT QUANTITY ORDERED PRICE ACCEPTED (d) (c) (e) (g) Admin Office: CPOD US Environmental Protection Agency 26 West Martin Luther Kind Drive Mail Code: NWD Cincinnati OH 45268 Period of Porformance: 09/26/2013 to 09/24/2014 0001 Provide services in accordance with 295,224.00 attached Performance Work Statement entitled, "Healthly Watershed Initiative Support." This task order award is a result of RFP PR-OW-13-00141 Level of Effort: 2,985 The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. The Base Period is fully funded Award Type: Cost-plus-fixed-fee Total Estimated Cost: \$295,224.00 Fixed Fee: \$0.00 Term Form Accounting Info: 13-14-B-87FP-202BD4X25-2505---1387PE30 09-001 BFY: 13 FFY: 14 Fund: B Budget Org: 87FP Program (PRC): 202BD4X25 Budget (BOC): 2505 DCN - Line 1D: 1387223009-001 Funding Flag: Partial Funded: \$126,929.00 Accounting Info: 12-13-B-87FP-202BD4X25-2505---1387PE30 09-002 BFY: 12 EFY: 13 Fund: B Budget Org: 87FP Program (PRC): 202BD4X25 Budget (BOC): 2505 DCN - Line TD: 1387PE3009-002 Funding Flag: Partial Funded: \$168,295.00 Continued ... TOTAL CARRIED FORWARD TO 1ST PAGE (FIEM 17(H)) \$295,224.00

IMPORTANT: Mark all packages and papers with contract and/or order numbers DATE OF ORDER CONTRACT NO. ORDER NO. EP-C-12-054 09/26/2013 2004 ITEM NO. SUPPLIES/SERVICES QUANTITY UNIT UNIT AMOUNT QUANTITY ORDERED PRICE ACCEPTED (a) (g) 0002 Option Period 1 Option Provide services in accordance with attached Performance Work Statement entitled, "Healthly Watershed Initiative Support." This task order award is a result of RFP PR-OW-13-00141 Nevel of Effort: 2,985 The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. Award Type: Cost-plus-fixe<u>d-fee</u> Total Estimated Cost: [(þ)(4) (b)(4)Fixed Fee: Term Form (Option Line Ttem) 09/25/2014 Period of Performance: 09/25/2014 to 09/24/2015 0003 Option Period 2 Option Provide services in accordance with attached Performance Work Statement entitled, "Healthly Watershed Initiative Support." This task order award is a result of REP PR-OW-13-00141 Level of Effort: 2,985 The government will make provisional fixed iee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. Award Type: Cost-plus-fixed-fee Total Estimated Cost: (b)(4)Fixed Fee: (b)(4)Term Form (Option Line Item) 09/25/2015 Continued ...

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**SCHEDULE - CONTINUATION** 

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

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### **SECTION B - Supplies or Services/Prices**

### B-1 LOCAL CLAUSES EPA-B-16-102 ESTIMATED COST AND FIXED FEE

- (a) The estimated cost of this contract is 295,224.
- (b) The fixed fee is 0.
- (c) The total estimated cost and fixed fee is 295,224.

### **SECTION G - Contract Administration Data**

### G-1 LOCAL CLAUSES EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Task Order-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

Laura Gabanski USEPA Headquarters Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 4503T Washington, DC 20460 Gabanski.laura@Epa.gov Phone: 202-566-1179

Stuart Lehman USEPA Headquarters Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 4503T Washington, DC 20460 Lehman.stuart@Epa.gov

Phone: 202-566-1205

Contracting Officials responsible for administering this contract are as follows:

Noelle Mills USEPA 26 West Martin Luther King Drive Mail Code: NWD1

Cincinnati, OH 45268 Mills.noelle@Epa.gov Phone: 513-487-2171

Erin Ridder USEPA 26 West Martin Luther King Drive Mail Code: NWD1

Cincinnati, OH 45268 ridder.erin@epa.gov Phone: 513-487-2155

### **SECTION H - Special Contract Requirements**

## H-1 1552.217-71 Option to extend the term of the contract-cost-type contract. (APR 1984)

The Government has the option to extend the term of this contract for four additional period(s). If more than 30 days remain in the contract period of performance, the Government, without prior written notification, may exercise this option by issuing a contract modification. To exercise this option within the last 30 days of the period of performance, the Government must provide to the Contractor written notification prior to that last 30-days of the period. This preliminary notification does not commit the Government to exercising the option. Use of an option will result in the following contract modifications:

(a) The "Period of Performance" clause will be amended to cover a base period and option periods:

	Period Start Date	End Date
Base Period	09/26/2013	09/24/2014
Option Period 1	09/25/2014	09/24/2015
Option Period 2	09/25/2015	09/24/2016
Option Period 3	09/25/2016	09/24/2017
Option Period 4	09/25/2017	03/27/2018

(b) Paragraph (a) of the "Level of Effort" clause will be amended to reflect a new and separate level of effort of:

Period	Level of Effort
Base Period	2985
Option Period 1	2985
Option Period 2	2985
Option Period 3	2985
Option Period 4	1492

(c) The "Estimated Cost and Fixed Fee" clause will be amended to reflect increased estimated costs and fixed fee for each option period as follows:

Period	Estimated Cost	Fixed Fee	_Total CPFF
Option Period 1	(b)(4)	(b)(4)	
Option Period 2			
Option Period 3			\$341,793
Option Period 4			\$177,879
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(d) If the contract contains "not to exceed amounts" for elements of other direct costs (ODC), those amounts will be increased as follows: N/A

SECTION J - List of Documents, Exhibits and Other Attachments

Attachment	Attachment Title	Date	Number	Cross Reference	Document
Number			of Pages	Materials	Version
1	PWS	09/25/2013	28		BASE
2	QAPP	09/25/2013	18		BASE
3	CP Meeting notes 7-30	09/25/2013	2		BASE
4	CP Water Health assessment	09/25/2013	25		BASE
5	Consolidated comments 7-2	09/25/2013	9		BASE
6	FINALMontana PPR Literature Re	09/25/2013	62		BASE
7	Taunton Healthy Watershed Repo	09/25/2013	3		BASE
8	EPAR3	09/25/2013	1		BASE
9	David_Duhl	09/25/2013	1		BASE
10	CP_HealthyWater sV1_VAReview_ Pa	09/25/2013	4		BASE
11	Clinch-Powell Watershed Health	09/25/2013	25		BASE
12	CP Healthy WatersV1 Review	09/25/2013	4		BASE
13	TauntonWatershe dResiliency_Dra	09/25/2013	58		BASE

# PERFORMANCE WORK STATEMENT TSAWP Multiple-Award Contract EP-C-12-054 TASK ORDER 04

### **Healthy Watersheds Initiative Support**

#### **BACKGROUND:**

U.S. EPA, in partnership with others, launched the Healthy Watersheds Initiative (HWI) to protect and maintain healthy watersheds having natural, intact aquatic ecosystems; prevent them from becoming impaired; and accelerate restoration successes. This Initiative is being implemented by promoting a strategic, large scale systems approach to identify and protect healthy watersheds based on integrated assessments of aquatic habitat, biotic communities, chemistry, and watershed processes such as hydrology, fluviogeomorphology, and natural disturbance regimes. The purpose of this Task Order is to provide support to the Healthy Watershed Initiative (HWI) including web site updates, newsletter, and managing online forum and webinars; identifying healthy watersheds through integrated assessments; assessments of healthy watershed components; development of healthy watershed protection programs, strategies and projects; and integration of healthy watershed identification and protection into EPA programs. The contractor shall provide HWI support to EPA for specific projects in the Base Period and in each Option Period, as described in the Tasks below. All deliverables must be in an electronic format supported by EPA.

### TASK 1: Quality Management Plan, QAPP and progress reports

A Task Order kick-off call or meeting will be held within 15 days of the issuance of the Task Order. The Task Order will be reviewed and the QAPP will be discussed and reviewed.

The contractor shall adhere to the Quality Management Plan (QMP) customized for and incorporated into this contract in performing the scope of requested services in this task order. EPA expects the contractor's Cost and Technical Proposals will fully account for the completion of all Quality Assurance (QA)-related tasks, reviews, and reporting, including those described in the Contract QMP and the project Quality Assurance Project Plan (QAPP).

This Task Order involves the use of existing data, website page development, geospatial data, and modeling. Accordingly, EPA policy requires that an *approved* QAPP be in place before any work begins that involves the collection, generation, evaluation, analysis or use of environmental data. The contractor shall adhere to an existing Quality Assurance Project Plan (QAPP) completed under a previous HWI contractor assignment that comprehensively and

adequately addresses all the elements of this Task Order, and that QAPP<sup>1</sup>. The contractor shall update the attached QAPP to reflect current project status, PWS requirements and project organization. That QAPP will be provided to the contractor that is awarded this Task Order by EPA. For any updating of the QAPP, the contractor shall follow the applicable QAPP requirements as provided in *EPA Requirements for Quality Assurance Project Plans: EPA QA/R-5* (<a href="http://www.epa.gov/quality/qs-docs/r5-final.pdf">http://www.epa.gov/quality/qs-docs/r5-final.pdf</a>), and *Guidance for Quality Assurance Project Plans(QA/G-5)*, EPA/600/R-98/018, (http://www.epa.gov/quality/qapps.html), as well as other guidance relevant to this Task Order, that can be found at <a href="http://www.epa.gov/quality/qapps.html">http://www.epa.gov/quality/qapps.html</a>. All QA documentation prepared under this Task Order shall be considered non-proprietary, and shall be made available to the public upon request.

The contractor shall immediately notify the EPA TOPO of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action. If notification is by phone call, the contractor shall follow up with email notification within 5 days.

The contractor also shall provide EPA with monthly reports of QA-related activities performed during implementation of this Task Order. These monthly QA reports shall identify QA activities performed to support implementation of this Task Order, problems encountered, proposed solutions, and corrective actions taken. The contractor may include this as a part of the contract-required monthly financial/technical progress report.

Existing QAPPs shall require updates if changes that affect QA protocols in the QAPP have occurred. Contractor QMPs are periodically revised which may or may not affect an existing QAPP from an earlier year. Ongoing usage of QAPPs under this Task Order also can reveal the need for any updates. The contractor shall review the existing QAPP, check for necessary revisions based on the factors above, and report in writing to the TOPO on the necessity of any updates or modifications within 10-15 business days. The contractor also shall notify the EPA TOPO at any time during the Task Order if changes to the QAPP are warranted (e.g., due to organizational changes, revised technical approaches). If, during the Period of Performance of this Task Order, the EPA TOPO determines revisions to the QAPP are necessary, the contractor shall submit a revised QAPP in track changes version of MS Word, and shall include a version history page that summarizes changes made, within 10-15 business days after receiving written technical direction to do so. The Contractor also shall provide EPA with copies of any modified SOPs or checklists to be attached to the QAPP. The contractor shall provide a revised QAPP, then a final that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft.

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<sup>&</sup>lt;sup>1</sup> Filename HWI Support Final QAPP.PDF: "Healthy Watersheds Initiative Support Quality Assurance Project Plan" Task Order No. 31, Contract EP-C-08-002, June 25, 2012. (18 pp)(redacted copy attached).

No work on the task order shall proceed (on any environmental data collection, analysis, or modeling tasks) until any changes are reflected in the QAPP, and have been approved by the EPA QA Officer.

# Reporting Requirements:

- a. The contractor shall include a QA/QC section within each major deliverable (as specified above)
- b. The contractor shall provide monthly reports of QA activities performed during implementation of this task order (as specified above).

# **Progress Reports:**

In addition to the brief monthly reports required by the contract, the contractor shall also transmit to the EPA TOPO a brief, emailed progress report twice an option year. These reports are due no less than 60 days before the halfway point, and 60 days before the end, of the Task's current option year. This report shall summarize the status of all HWI Support activities and related funding under this Task up to the report date, and estimate the projected activities and related funding that is expected to be used in the ensuing 60-day period.

#### TASK 2: HWI COMMUNICATIONS SUPPORT

The Contractor shall update the web site, <a href="www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a> no more than 10 times per Base Period or Option Period year under the direction of the EPA TOPO and in formats that can be reviewed and approved by the EPA TOPO and then transferred to the EPA web group with an EPA request for website modification. This shall include adding new examples, literature to the searchable reference library, healthy watersheds home page featured program or project, \*Healthy Watersheds News\* issues\* (see below)\*, healthy watersheds pilot project descriptions and updates, stories in the news, links to related federal programs, national map with links to projects, HWI publications, and new EPA regional contacts. New material for the website shall not exceed 20 pages and 50 examples, stories, literature, home page featured program or project, pilot projects, national map updates, links to related federal and regional or local programs, stories in the news, HWI publications, \*Healthy Watersheds News\* issues, and new EPA regional contacts per Base Period or Option Period year. The Contractor shall use the existing QAPP for the web site updates.

The Contractor shall, with input on content from the TOPO, develop no more than 4 issues per Base Period or Option Period year of *Healthy Watersheds News*. This shall include layout and writing articles in a format that is comparable to recent past issues (posted online at <a href="https://www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a>. The *Healthy Watersheds News* issues shall not exceed 6 pages per issue.

The Contractor shall manage the Healthy Watersheds Initiative Online Forum, hwi\_Info. This shall include adding posts, monitoring the discussion, approving new members, and enforcing the rules of the forum.

The Contractor shall provide support, under the direction of the EPA TOPO, in setting-up and managing no more than 4 HWI webinars per Base Period or Option Period year.

For the Base Period, new material for the website shall not exceed 10 pages and 15 examples; 3 issues of *Healthy Watersheds News*; and 2 HWI webinars.

# TASK 3: SUPPORT THE DEVELOPMENT OF STATE AND OTHER INTEGRATED HEALTHY WATERSHEDS ASSESSMENTS

Under the direction of the TOPO, the Contractor shall develop integrated healthy watersheds assessments using existing data and assessments following the assessment framework in Chapter 4 of the *Identifying and Protecting Healthy Watersheds Concepts, Assessments, and Management Approaches* found on <a href="www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a>. This shall include for each assessment the delivery of an assessment report and geodatabase of the assessment results. The report shall include an executive summary, introduction, methods overview, results and analysis including synthesis of watershed condition and vulnerability assessments, next steps and applications, references, any appendices, and maps and graphics. The reports shall include pictures and/or graphics on cover pages suitable for posting on the Healthy Watersheds web site. The overall steps in an integrated healthy watersheds assessment include, but are not limited to:

- 1. Organizing conference calls with assessment team (no more frequent than monthly) to discuss the steps below and provide call summaries
- 2. Identify, collect, and review existing data for 6 healthy watershed assessment framework ecological attributes and vulnerability indicators (e.g. future climate, land, and water use change) and create geodatabase
- 3. Develop draft technical approach
- 4. Conduct meeting with assessment team to decide on indicators, analysis unit (e.g. Hydrologic Unit Code or catchment), uses of the assessment, and overall technical approach, and provide summary of the meeting
- 5. Complete data collection for any new indicators and final draft technical approach
- 6. Circulate final draft of technical approach to assessment team for review and finalize
- 7. Analyze data, develop indicators for the 6 ecological attributes and vulnerability assessment, and develop landscape statistical or other models or statistical approaches to assess all watersheds or catchments and draft assessment report
- Convene conference call of assessment team to discuss draft results and decide on index approach and/or thresholds, map output format, and associated graphics for displaying the results
- 9. Calculate index and develop graphics displaying results. Convene conference call of assessment team to review and finalize results and graphics and uses of the assessment
- 10. Complete draft assessment report and circulate to the assessment team for its review, and
- 11. Finalize report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)

The Contractor shall develop integrated healthy watersheds assessments in no more than 2 states, no more than 1 National Estuary Program, no more than 1 Tribe, and/or no more than 2 geographic areas such as watersheds and ecoregions per Base Period or Option Period year.

For the Base Period, the Clinch-Powell Watersheds assessment will be completed and 1 other state assessment is projected.

# Clinch-Powell Assessment (Clinch-Powell Clean Rivers Initiative)

The Contractor shall evaluate the draft assessment report including preliminary results (attached), review data collected so far in the geodatabase and associated data analysis tables (attached link), review comments on the assessment (attached), review the summary of July 23, 2013 Call (attached), and propose a revised assessment technical approach. The Contractor shall convene conference calls of assessment team to discuss and decide on a new assessment approach. The Contractor shall collect any additional existing data. The Contractor shall convene conference calls of assessment team to discuss new indicators, results of the analysis, index approach and/or thresholds, combined output of watershed health and/or vulnerability assessments, next steps and applications, map format for displaying the results, and report graphics. The Contractor shall calculate indices and develop graphics displaying results. The Contractor shall complete draft and draft final reports and circulate them to the assessment team for its review. The Contractor shall finalize report and geodatabase.

# TASK 4: SUPPORT OF THE DEVELOPMENT OF HEALTHY WATERSHEDS COMPONENT ASSESSMENTS

Under direction of the TOPO, the Contractor shall develop additional healthy watersheds component assessments to include assessments of green infrastructure, landscape condition, habitat, geomorphology, hydrology, water quality, and biological condition in no more than 2 states, 1 Tribe, 1 National Estuary Program, and/ or 2 geographic areas such as watersheds and ecoregions per Base Period or Option Period year. These assessments shall be similar to those in Chapters 2 and 3 of the EPA technical document, *Identifying and Protecting Healthy Watersheds Concepts, Assessments, and Management* Approaches found on www.epa.gov/healthywatersheds and consistent with the state of the science. The reports shall include pictures and/or graphics on cover pages suitable for posting on the Healthy Watersheds web site. The Contractor shall develop a project plan and schedule for each assessment prior to initiating work.

For the Base Period, the Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds project shall be completed and no other projects are being planned.

# Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds (Montana Department of Environmental Quality)

The Contractor shall review and evaluate the Literature Review (attached) and draft Technical Approach for Developing Testable Hypotheses and Precautionary Limits of Hydrologic Alteration (attached). The Contractor shall convene conference calls with the Montana technical team to develop testable hypotheses that describe how select species, communities, and processes respond to hydrologic changes during various months and seasons for prairie wetlands in eastern Montana. Each hypothesis will explicitly state who (species or guild) is affected by what (component of flow), when (months or season), where (habitat, such prairie wetlands), and how (hypothesized ecological response). The Contractor shall work the Montana technical team to quantify precautionary limits on hydrologic alteration. The Contractor shall produce draft and final reports with the literature summary and hydrologic needs assessment that is 508 compliant for posting on the Healthy Watersheds web site.

# TASK 5: SUPPORT DEVELOPMENT OF HEALTHY WATERSHEDS PROTECTION PROGRAMS, STRATEGIES, AND PROJECTS

Under direction of the TOPO, the Contractor shall assist in the development of healthy watersheds programs, strategies, and projects in no more than 3 states, no more than 3 Tribes, no more than 3 National Estuary Programs, and/or no more than 3 watersheds per Base Period or Option Period year. The Contractor shall develop a project plan and schedule for each program development project except for logistical support. Program support shall include: providing logistical support for conference calls, i.e., note taking, facilitation, summary; facilitating workshops; preparing written synthesis of information on healthy watersheds assessments and protection programs; supporting the development of state or tribal healthy watersheds strategies; and implementation of watershed level healthy watersheds protection projects. The Contractor shall produce a fact sheet and report on healthy watersheds implementation outlining a strategic approach to protecting healthy watersheds including the importance of a large scale systems approach, role of integrated assessments in identifying healthy watersheds, development of healthy watersheds state strategies, role of collaboration across organizations, and examples of healthy watershed protection actions and projects. Reports and fact sheet shall include pictures and/or graphics suitable for posting on the Healthy Watersheds web site.

For the Base Period, the Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed project shall be completed and three national HWI pilot projects are being planned. The pilot projects will commence in the Base Period and carry over into Option Period 1.

### Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed

The Contractor shall review the Protecting Resiliency in Massachusetts' Taunton River Watershed 4/26/13 draft report (attached), Consolidated Comments from EPA Region 1 (attached), and Revised Table of Contents for the Draft Report (attached). The Contractor shall discuss next steps with the EPA TOPO and the Taunton Watershed Project Team and propose a final report outline. The Contractor shall develop a revised draft report based on the final outline. The Contractor shall incorporate comments on the draft report from the EPA TOPO and the Taunton Watershed Project Team. The Contractor shall produce a final report. The report shall be 508 compliant for posting on the Healthy Watersheds web site.

### TASK 6: SUPPORT HWI PROGRAM INTEGRATION

Under direction of the TOPO, the Contractor shall assist in developing strategies and implementing projects that demonstrate HWI integration into the Wetlands and National Estuary Programs (NEPs), and other EPA programs. Emphasis shall be placed on demonstration projects.

For the Base Period, no activity is expected for this task.

#### SCHEDULE OF BENCHMARKS AND DELIVERABLES

Base Period: 12 months					
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE			
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award			
1	1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or  • Recommend revisions.	Within 30 days of TO Award			
1	Immediately notify the EPA TOPO of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action	Immediate notification. If notification is by phone call, the contractor shall follow up with email notification within 5 days.			
1	1c. The contractor shall notify the EPA TOPO at any time during the task order if change to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on			

		the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOPO provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. 5 business days of receipt of EPA's comments on the draft QAPP, the contractor shall submit a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of base year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of base year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	t
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year

2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule	Day 180 – Day 360 of Task year
	enforcement	
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOPO	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	s and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of written technical direction
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment
3	3.k. Final assessment report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
3CPa.	Conference calls & written call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3CPb.	Project evaluation and proposed revised	Within 20 business days of

	assessment technical approach	written technical direction
3CD-	Complete data collection and final draft	Within 15 business days of
3CPc.	technical approach	written technical direction
3CPd.	Final technical approach report	Within 5 business days of
SCPU.	Final technical approach report	written technical direction
	Six ecological attribute indicators analyzed	
3CPe.	using statistical models/approaches &/or	Within 25 business days of
30.0.	vulnerability assessment and draft assessment	written technical direction
	report	
	Convene conference call to decide on any	Within 10 business days of
3CPf.	thresholds, index approach, and display of	written technical direction
	results and written call summary	written teenmearan eetion
	Written call summary on assessment team's	Within 5 business days of
3CPg.	review of results, graphics, & uses of	written technical direction
	assessment	
ЗСРј.	Draft assessment report	Within 20 business days of
		written technical direction
3CPk.	Final assessment report and transfer	Within 15 business days of
	geodatabase to EPA and project client	written technical direction
	Healthy Watersheds Component Ass	
4	4a. Project plan and schedule	Within 5 days of beginning of
		each project
		Calls: within 21 days of written
_	41.0.6	technical direction
4	4b. Conference calls and call summaries	Call summaries: within 5
		business days of written technical direction
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment
	4d. Final assessment report and transfer	beginning of each assessment
	assessment database to EPA and project client	Within 200- 280 business days
4	(e.g, state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	or beginning or each assessment
	4.MTa. Review and evaluate the Literature	
	Review and draft Technical Approach for	Within 5 business days of
4.MTa.	Developing Testable Hypotheses and	written technical direction
	Precautionary Limits of Hydrologic Alteration	Witten teeminear an estion
	,	Calls: within 15 days of written
		technical direction
4.MTb.	Conference calls and call summaries	Call summaries: within 5
		business days of written
		technical direction
4.MTc.	Draft Testable Hypotheses and precautionary	Within 10 business days of

	limite of budgetonic alternation	
	limits of hydrologic alteration	written technical direction
4.MTd.	Final Testable Hypotheses and precautionary	Within 10 business days of
	limits of hydrologic alteration	written technical direction
4.MTe.	Draft final report with the literature summary	Within 15 business days of
	and hydrologic needs assessment	written technical direction
4.MTf.	Final report with the literature summary and	Within 10 business days of
	hydrologic needs assessment	written technical direction
	Healthy Watersheds Protection Programs, Stra	
5	5a. Project plan and schedule	Within 5 days of beginning of
	, ,	each project
		Calls: within 21 days of written
	5b. Conference call and workshop logistical	technical direction
5	support, facilitation, and summary	Workshop: Within 5 business
	,	days of written technical
		direction
5	5c. Draft report	Within 7 business days of
		written technical direction
5	5d. Final report	Within 10 business days of
		written technical direction
5	5e. Draft fact sheet and report on healthy	Within 7 business days of
	watersheds implementation	written technical direction
5	5 f. Final fact sheet and report on healthy	Within 10 business days of
	watersheds implementation	written technical direction
5.Ta.	Discuss next steps on the project	Within 5 business days of
	2 issues inext steps on the project	project initiation
		Calls: within 15 days of written
No. 100 No. 10	Conference calls and call summaries	technical direction
5.Tb.		Call summaries: within 5
		business days of written
		technical direction
5.Tc.	Final report outline	Within 5 business days of
	This report summe	project initiation
5.Td.	5.Td. Draft report	Within 20 business days of
J., w.		written technical direction
5.Te.	Final report	Within 10 business days of
	· ·	written technical direction
	SUPPORT HWI PROGRAM INTEGR	
6	6a. Meeting summaries	Within 5 business days of
	-	written technical direction
6	6b. Program integration project plan and	Within 10 business days of
	schedule	written technical direction
6	6c. Draft and final program integration	Within 10 business days of
U	strategies	written technical direction

6	6d. Draft and final project reports	Within 10 business days of						
Ū	od. Draft and final project reports	written technical direction						
<b>T</b> 4 61/	Option Period 1: 12 months							
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE						
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award						
1	<ul> <li>1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,</li> <li>Verify that the QAPP is still appropriate for use; or</li> <li>Recommend revisions.</li> </ul>	Within 30 days of beginning of new Option Period						
1	immediately notify the EPA TOPO of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action	Immediate notification. If notification is by phone call, the contractor shall follow up with email notification within 5 days.						
1	1c. The contractor shall notify the EPA TOPO at any time during the task order if changes to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments						
1	1d. If, during the Period of Performance of this Task Order, the EPA TOM provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments						

	comments on the draft QAPP.	
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	t
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2b. <i>Healthy Watersheds News</i> issues up to 4 issues per year as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOPO	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	s and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of

		written technical direction
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment
3	3.k. Final assessment report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
	Healthy Watersheds Component Ass	sessments
4	4a. Project plan and schedule	Within 5 days of beginning of each project
4	4b. Conference calls and call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
	Healthy Watersheds Protection Programs, Stra	itegies, and Projects
5	5a. Project plan and schedule	Within 5 days of beginning of each project
5	5b. Conference call and workshop logistical support, facilitation, and summary	Calls: within 21 days of written technical direction Workshop: Within 5 business days of written technical direction
5	5c. Draft report	Within 7 business days of written technical direction
5	5d. Final report	Within 10 business days of written technical direction
5	5e. Draft fact sheet and report on healthy	Within 7 business days of

	watersheds implementation	written technical direction	
_	5 f. Final fact sheet and report on healthy	Within 10 business days of	
5	watersheds implementation	written technical direction	
SUPPORT HWI PROGRAM INTEGRATION			
	Co. Maating summaries	Within 5 business days of	
6	6a. Meeting summaries	written technical direction	
6	6b. Program integration project plan and	Within 10 business days of	
6	schedule	written technical direction	
6	6c. Draft and final program integration	Within 10 business days of	
6	strategies	written technical direction	
6	Cd Draft and final project reports	Within 10 business days of	
6	6d. Draft and final project reports	written technical direction	
	Option Period 2: 12 months	S	
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE	
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award	
	1b. The contractor shall review the "Healthy		
	Watersheds Initiative Support Quality		
1	Assurance Project Plan" and,	Within 30 days of beginning of	
•	<ul> <li>Verify that the QAPP is still</li> </ul>	new Option Period	
	appropriate for use; or		
	<ul> <li>Recommend revisions.</li> </ul>		
	immediately notify the EPA TOPO of any QA	Immediate notification. If	
1	problems encountered that may impact the	notification is by phone call, the	
-	performance of this Task Order, with	contractor shall follow up with	
	recommendations for corrective action	email notification within 5 days.	
		10-15 business days after	
		receipt of written technical	
	1c. The contractor shall notify the EPA TOPO at	direction, the contractor shall	
	any time during the task order if changes to the	submit a draft revised QAPP.	
1	QAPP is warranted (e.g., due to organizational	Within 5 business days of	
	changes, revised technical approaches).	receipt of EPA's comments on	
		the draft QAPP, a final QAPP	
		that responds to EPA's written	
	1d If dominantha Daviad of Davianana af this	comments	
	1d. If, during the Period of Performance of this	10-15 business days after	
	Task Order, the EPA TOM provides technical	receipt of written technical	
	direction that revisions to the QAPP are	direction, the contractor shall	
1	determined to be necessary, the contractor	submit a draft revised QAPP.	
	shall submit a revised QAPP, including the	Within 5 business days of	
	revision summary, within 10-15 business days	receipt of EPA's comments on	
	after receiving written technical direction to do	the draft QAPP, a final QAPP	
	so. When preparing this "draft" revised version	that responds to EPA's written	

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	of the QAPP, the contractor shall ensure that it	comments
	is written in an active voice and shall include a	
	version history page that summarizes changes	
	made. The contractor also shall provide EPA	
	with copies of any modified SOPs or checklists.	
	EPA will review the "draft" revised QAPP and	
	provide the contractor with written approval or	
	comments. The contractor shall provide a final	
	QAPP that responds to EPA's written comments	
	within 5 business days of receipt of EPA's	
	comments on the draft QAPP.	
1	10 Progress report pro midueer	NLT 60 days prior to midpoint of
1	1e. Progress report pre-midyear	option year
и	1f. Progress report pre-end of year	NLT 60 days prior to end of
1		option year
	1g. Monthly progress reports per contract	As an exist a line as a tracet
1	requirement	As specified in contract
	HWI Communications Suppor	rt
	2a. Website updates up to 10 times per year	10.15 having an along of the
_	and not exceed 20 pages and 50 examples as	10-15 business days after
2	specified in written technical direction from the	receipt of written technical
	EPA TOPO	direction
	2b. Healthy Watersheds News issues up to 4	10-15 business days after
2	issues per year as specified in written technical	receipt of written technical
	direction from the EPA TOPO	direction
	2c. Online Forum posts, discussion monitoring,	
2	approval of new members, and rule	Day 0 – Day 180 of Task year
	enforcement	
	2c. Online Forum posts, discussion monitoring,	
2	approval of new members, and rule	Day 90 – Day 270 of Task year
	enforcement	
	2c. Online Forum posts, discussion monitoring,	
2	approval of new members, and rule	Day 180 – Day 360 of Task year
	enforcement	, , , , , , , , , , , , , , , , , , , ,
	2d. Up to 4 HWI webinars per year as specified	40-60 business days after
2	in written technical direction from the EPA	receipt of written technical
	TOPO	direction
	Integrated Assessments Detailed Deliverable	
		Calls: within 21 days of written
		technical direction
3	3a. Conference calls & call summaries	Call summaries: within 5
<b>-</b>	Sur Somerende Sans & San Sammaries	business days of written
İ		technical direction
		technical direction

3	3b. Collect indicator data and place into a	Within 80-100 business days of
	geodatabase	beginning of each assessment Within 80-100 business days of
3	3c. Draft technical approach	beginning of each assessment
	2d Conduct mosting with assessment team &	Within 80-100 business days of
3	3d. Conduct meeting with assessment team & meeting summary	beginning of each assessment
	3.e. Complete data collection and final draft	Within 120 business days of
3	technical approach	beginning of each assessment
	technical approach	Within 10 business days of
3	3.f. Final technical approach	written technical direction
	2 g. Siy acalogical attribute indicators analyzed	written technical direction
	3.g. Six ecological attribute indicators analyzed	Within 160 husiness days of
3	using statistical models/approaches &	Within 160 business days of
	vulnerability assessment and draft assessment	beginning of each assessment
	report	
3	3.h. Convene conference call to decide on any	Within 10 business days of
3	thresholds, index approach, and display of	written technical direction
	results and call summary	Mithin F harrisons days of
3	3. i. Call summary on assessment team's review	Within 5 business days of
	of results, graphics, & uses of assessment	written technical direction
3	3.j. Draft assessment report	Within 200 business days of
	21.5: 1	beginning of each assessment
	3.k. Final assessment report and transfer	W
3	geodatabase to EPA and project client (e.g,	Within 200- 280 business days
	state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	
	Healthy Watersheds Component Asso	
4	4a. Project plan and schedule	Within 5 days of beginning of
	, ,	each project
		Calls: within 21 days of written
		technical direction
4	4b. Conference calls and call summaries	Call summaries: within 5
		business days of written
		technical direction
4	4c. Draft assessment report	Within 200 business days of
•	·	beginning of each assessment
	4d. Final assessment report and transfer	
4	assessment database to EPA and project client	Within 200- 280 business days
-	(e.g, state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	
	Healthy Watersheds Protection Programs, Stra	tegies, and Projects
5	5a. Project plan and schedule	Within 5 days of beginning of
	ı Ja. FIVIELL VIAH AHU SCHEUUIE	1
		each project

	support, facilitation, and summary	technical direction Workshop: Within 5 business days of written technical direction
5	5c. Draft report	Within 7 business days of written technical direction
5	5d. Final report	Within 10 business days of written technical direction
5	5e. Draft fact sheet and report on healthy watersheds implementation	Within 7 business days of written technical direction
5	5 f. Final fact sheet and report on healthy watersheds implementation	Within 10 business days of written technical direction
	SUPPORT HWI PROGRAM INTEGR	ATION
6	6a. Meeting summaries	Within 5 business days of written technical direction
6	6b. Program integration project plan and schedule	Within 10 business days of written technical direction
6	6c. Draft and final program integration strategies	Within 10 business days of written technical direction
6	6d. Draft and final project reports	Within 10 business days of written technical direction
	Option Period 3: 12 months	S
TASK	Option Period 3: 12 months BENCHMARK / DELIVERABLE / MILESTONES	S SCHEDULE
TASK 1		
300 1. 300 0. 1	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	BENCHMARK / DELIVERABLE / MILESTONES  1a. Task Order Kick-Off Meeting  1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or	SCHEDULE Within 15 days of TO Award Within 30 days of beginning of

		comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOPO provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	t
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year

in written technical direction from the EPA TOPO Integrated Assessments Detailed Deliverables and Milestones  Calls: within 21 days of written technical direction  3 a. Conference calls & call summaries  Calls: within 21 days of written technical direction  Call summaries: within 5 business days of written technical direction  Within 80-100 business days of beginning of each assessment Within 80-100 business days of beginning of each assessment  Calls: within 21 days of written technical direction  Within 80-100 business days of beginning of each assessment Within 80-100 business days of beginning of each assessment  Calls: within 21 days of written technical direction  Within 80-100 business days of beginning of each assessment  Within 80-100 business days of beginning of each assessment  Within 120 business days of beginning of each assessment  Within 10 business days of written technical direction  Calls: within 5  business days of written technical direction  Within 80-100 business days of beginning of each assessment  Within 120 business days of written technical direction  Calls: within 120 business days of beginning of each assessment  Within 10 business days of beginning of each assessment  Within 160 business days of beginning of each assessment  Calls: within 160 business days of written technical direction			
Integrated Assessments Detailed Deliverables and Milestones  Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction  3			
3 3a. Conference calls & call summaries  3 3a. Conference calls & call summaries  3 3b. Collect indicator data and place into a geodatabase  3 3c. Draft technical approach  3 3d. Conduct meeting with assessment team & meeting summary  3 3e. Complete data collection and final draft technical approach  3 3e. Complete data collection and final draft technical approach  3 3f. Final technical approach  3 3g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment  3 3h. Convene conference call to decide on any thresholds index approach and display of  3 4 3 4 5 5 6 8 8 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9			
technical direction Call summaries: within 5 business days of written technical direction  3			
3 3a. Conference calls & call summaries  3 3a. Conference calls & call summaries  3 3b. Collect indicator data and place into a geodatabase  3 3c. Draft technical approach  3 3d. Conduct meeting with assessment team & meeting summary  3 3e. Complete data collection and final draft technical approach  3 3f. Final technical approach  3 3g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment  3 3h. Convene conference call to decide on any thresholds index approach and display of			
business days of written technical direction  3 b. Collect indicator data and place into a geodatabase  3 c. Draft technical approach  3 d. Conduct meeting with assessment team & within 80-100 business days of beginning of each assessment  3 d. Conduct meeting with assessment team & within 80-100 business days of beginning of each assessment  3 d. Complete data collection and final draft technical approach  3 d. Echnical approach  3 d. Final technical approach  3 d. Echnical approach  3 d. Conduct meeting with assessment team & within 80-100 business days of beginning of each assessment  Within 120 business days of written technical direction  Within 10 business days of written technical direction  3 d. Echnical approach  3 d. Echnical approach  3 d. Echnical approach  Within 10 business days of beginning of each assessment written technical direction  Within 160 business days of beginning of each assessment written technical direction  Within 10 business days of beginning of each assessment written technical direction  Within 10 business days of beginning of each assessment written technical direction  Within 10 business days of beginning of each assessment written technical direction			
3 3b. Collect indicator data and place into a geodatabase  3 3c. Draft technical approach  3 3c. Draft technical approach  3 3d. Conduct meeting with assessment team & meeting summary  3 3e. Complete data collection and final draft technical approach  3 3f. Final technical approach  3 3f. Final technical approach  3 3g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment  3 3h. Convene conference call to decide on any thresholds index approach and display of			
3 3b. Collect indicator data and place into a geodatabase beginning of each assessment  3 3c. Draft technical approach Within 80-100 business days of beginning of each assessment  3 3d. Conduct meeting with assessment team & Within 80-100 business days of beginning of each assessment  3 3e. Complete data collection and final draft technical approach beginning of each assessment  3 3f. Final technical approach Within 120 business days of beginning of each assessment  3 3g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report  3 3h. Convene conference call to decide on any thresholds index approach and display of			
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5	5a. Project plan and schedule	each project
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6	6d. Draft and final project reports	Within 10 business days of
Ů	our Drant and man project repend	written technical direction
TASK	Option Period 4: 6 months BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award
	1b. The contractor shall review the "Healthy	Within 15 days of 10 Award
	Watersheds Initiative Support Quality	
	Assurance Project Plan" and,	Within 30 days of beginning of
1	Verify that the QAPP is still	new Option Period
	appropriate for use; or	new option remod
	Recommend revisions.	
	immediately notify the EPA TOPO of any QA	Immediate notification. If
1	problems encountered that may impact the	notification is by phone call, the
_	performance of this Task Order, with	contractor shall follow up with
	performance of this rask Order, with	contractor snan ronow up with

	recommendations for corrective action	email notification within 5 days.
1	1c. The contractor shall notify the EPA TOPO at any time during the task order if changes to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOPO provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOPO	10-15 business days after receipt of written technical direction

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_	2c. Online Forum posts, discussion monitoring,	
2	approval of new members, and rule	Day 0 – Day 180 of Task year
	enforcement	
	2c. Online Forum posts, discussion monitoring,	D 00 D 370 (T )
2	approval of new members, and rule	Day 90 – Day 270 of Task year
	enforcement	
	2c. Online Forum posts, discussion monitoring,	D 100 D 200 (T 1
2	approval of new members, and rule	Day 180 – Day 360 of Task year
	enforcement	10.501
	2d. Up to 4 HWI webinars per year as specified	40-60 business days after
2	in written technical direction from the EPA	receipt of written technical
	TOPO	direction
	Integrated Assessments Detailed Deliverable	
		Calls: within 21 days of written
		technical direction
3	3a. Conference calls & call summaries	Call summaries: within 5
		business days of written
		technical direction
3	3b. Collect indicator data and place into a	Within 80-100 business days of
	geodatabase	beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of
	·	beginning of each assessment
3	3d. Conduct meeting with assessment team &	Within 80-100 business days of
	meeting summary	beginning of each assessment
3	3.e. Complete data collection and final draft	Within 120 business days of
	technical approach	beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of
	· ·	written technical direction
	3.g. Six ecological attribute indicators analyzed	
3	using statistical models/approaches &	Within 160 business days of
	vulnerability assessment and draft assessment	beginning of each assessment
	report	
_	3.h. Convene conference call to decide on any	Within 10 business days of
3	thresholds, index approach, and display of	written technical direction
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3	3. i. Call summary on assessment team's review	Within 5 business days of
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3	3.j. Draft assessment report	Within 200 business days of
		beginning of each assessment
	3.k. Final assessment report and transfer	
3	geodatabase to EPA and project client (e.g,	Within 200- 280 business days
	state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	

	Healthy Watersheds Component Ass	sessments	
		Within 5 days of beginning of	
4	4a. Project plan and schedule	each project	
		Calls: within 21 days of written	
		technical direction	
4	4b. Conference calls and call summaries	Call summaries: within 5	
		business days of written	
		technical direction	
4	4c. Draft assessment report	Within 200 business days of	
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	4d. Final assessment report and transfer		
4	assessment database to EPA and project client	Within 200- 280 business days	
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		Calls: within 21 days of written	
	5b. Conference call and workshop logistical	technical direction	
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		written technical direction	
5	5d. Final report	Within 10 business days of	
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5	5e. Draft fact sheet and report on healthy	Within 7 business days of	
	watersheds implementation	written technical direction	
5	5 f. Final fact sheet and report on healthy	Within 10 business days of	
10	watersheds implementation	written technical direction	
	SUPPORT HWI PROGRAM INTEGRATION		
6	6a. Meeting summaries	Within 5 business days of	
	-	written technical direction	
6	6b. Program integration project plan and	Within 10 business days of	
,•	schedule	written technical direction	
6	6c. Draft and final program integration	Within 10 business days of	
<i>p</i> <b>∓</b>	strategies	written technical direction	
6	6d. Draft and final project reports	Within 10 business days of	
		written technical direction	
END OF TABLE			

When the Task Order reaches 30 calendar days prior to the end of the Period of Performance in a given period, the contractor shall make a determination that the deliverables, milestones, benchmarks, and any outstanding technical direction from the TOPO, shall be satisfactorily completed in the form requested in the PWS by the end of the Period of Performance and for the remaining funding that is available.

If the contractor determines one or more of the above-referenced items will not be able to be completed in the requested form within the period of performance and with the available funding, the contractor shall notify the TOPO and the CO immediately. Within 5 business days of said notification, the TOPO in coordination with the CO will provide technical direction concerning use of the remaining funding to prepare and furnish to the TOPO all interim draft deliverables, interim work products, and any working files in an electronic format which is supported by EPA, for eventual continuation of the project after the end date of the Task Order.

#### REPORTING

All documentation and reporting under this Task Order shall be in compliance with contract requirements.

### **DELIVERABLES AND GENERAL PERFORMANCE**

The contractor shall participate in meetings and conference calls arranged by the EPA Task Order Project Officer. The contractor shall, when requested by the TOPO, provide supporting documentation when EPA is reviewing draft deliverables to facilitate EPA review and approval of the Contractor's work. Documentation shall include the electronic files and detailed, written explanation of all steps and decisions. The Contractor shall comply with this request when it is received from the TOPO regardless of whether such a request is described in the individual tasks of this PWS. The Contractor shall furnish this information in such manner that no proprietary software will be needed for EPA to read, interpret, replicate or model any work product of this agreement, unless otherwise noted in this PWS or by written permission of the EPA TOPO. The objective is that anyone with the appropriate skill level can use the information produced under this Task Order to check or duplicate the Contractor's work for replication and/or verification. With this understanding of how this Task Order's data will be used, any elements essential to successfully replicating analysis shall be provided to EPA in a commonly-used format.

The Contractor shall provide both scientific/technical and editorial review as defined in section 2.6 of the Prime Contract Performance Work Statement on any Task Order **draft** product before submission to the EPA TOPO for review. This process does not need to be performed by an independent peer reviewer. All editorial review comments shall be addressed before deliverables are furnished to the EPA TOPO for review (in the case of draft deliverables) or acceptance (in the case of final deliverables); and any questions raised by scientific/ technical review shall be either addressed or discussed with the EPA TOPO prior to the contractor furnishing draft deliverables.

The contractor's work shall be judged "satisfactory" according to the QAPP if TOPO edits to deliverables are no more than ten percent (10%) of the content of any draft deliverable, or less than two percent (2%) of any final deliverable. In addition, the contractor's work shall be judged "satisfactory" according to the QASP if less than ten percent (10%) of the pages of written final deliverables contain Task Order Project Officer edits for such things as grammar, punctuation and format. The EPA TOPO can, upon request, furnish a copy of the EPA correspondence manual for the contractor's use.

Upon receipt of written technical direction from the TOPO, the contractor shall furnish:

- <u>all deliverables (draft and final)</u> to EPA shall be furnished in an electronic version and in an electronic format that EPA can support (see TSAWP Contract PWS Section 4.0 Deliverables).
- <u>all final deliverables</u> to EPA shall include one (1) electronic copy and a transmittal
  email that describes the attached deliverable and summarizes QA procedures applied
  in its development. All final deliverables shall be prepared according to EPA publication
  guidelines and shall be compliant with Section 508 of the Americans with Disabilities
  Act.

All submittals to EPA shall be formatted as described below.

**Electronic submissions** shall be made in the following manner: electronic Microsoft Word© for any written reports, summaries or analysis documents, Microsoft Excel© format for any and all spreadsheets, ESRI file Geodatabase (or other format approved by the EPA TOPO) for geospatial datasets. **Final electronic submissions** shall be on Compact Disk (CD) or Digital Versatile Disc (DVD) if too large to email as attachments or deliver via FTP. Every electronic document and all of the sections, text, graphs, charts or figures shall be unlocked, open and editable so that EPA may make further changes.

Appropriate electronic format that is supported by EPA and printing of all GIS data layers, maps, photos, bench sheets and other written material not easily printed or saved in the above formats shall be discussed and a format agreed upon with the EPA TOPO prior to submittal by the contractor.

### VALIDATION OF SECTION 508 COMPLIANCE OF TASK ORDER DELIVERABLES

The Contractor will support the TOPO in conducting a "Final Deliverable Validation" to ensure compliance with Section 508 and the Federal Acquisition Regulations (FAR) related to "electronic and information technology (EIT) deliverables". The Contractor shall furnish certification, in writing, to the TOPO that the Contractor has complied with EPAAR Clause 1552.211-79 "Compliance with EPA Policies for Information Resources Management", including

the requirement that all electronic and information technology (EIT) deliverables be Section 508 compliant in accordance with the policies referenced at http://www.epa.gov/accessibility/.

### **TRAVEL**

All travel under this Task Order shall be in compliance with contract requirements and only according to specific Technical Direction. (See contract clause H-17).

### **CONTRACTOR IDENTIFICATION**

Contractor personnel shall always identify themselves as Contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative.

The Contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the EPA Task Order Project Officer.

# **CONFERENCE/MEETING GUIDELINES AND LIMITATIONS:**

The EPA projects that none of the individual meetings identified in these tasks will exceed a total cost of \$20,000 with the exception of a national workshop under Task 5. The contractor shall immediately notify the EPA Contracting Officer, PO and TOPO of any anticipated individual event involving support for a meeting, conference, workshop, symposium, retreat, seminar or training that may potentially incur \$20,000 or more in cost during performance. Conference expenses are all direct and indirect costs paid by the government and include any associated authorized travel and per diem expenses, room charges for official business, audiovisual use, light refreshments, registration fees, ground transportation and other expenses as defined by the Federal Travel Regulations. All outlays for conference preparation should be included, but the federal employee time for conference preparation should not be included. After notifying EPA of the potential to reach this threshold, the Contractor shall not proceed with the task(s) until authorized to do so by the Contracting Officer.

### **QUALITY ASSURANCE SURVEILLANCE PLAN:** per contract requirements

# **ATTACHMENTS**

Filename HWI Support Final QAPP.PDF: "Healthy Watersheds Initiative Support Quality Assurance Project Plan" Task Order No. 31, Contract EP-C-08-002, June 25, 2012. (18 pp) (redacted copy attached).

Clinch-Powell Watershed Health Assessment (5-6-2013).pdf <a href="mailto:ftp://ftp.epa.gov/storet/xfer/">ftp://ftp.epa.gov/storet/xfer/</a> ClinchPowell zip file Comments on assessment report:

- CP HealthyWatersV1 VAReview.pdf

- Clinch-Powell Watershed Health Assessment (5-6-2013)JKLSuggest.pdf
- Clinch-Powell Watershed Health Assessment (5-6-2013)(TSO).pdf
- CP\_HealthyWatersV1\_VAReview\_Patricks\_Comments.pdf
- David Duhl.pdf
- EPAR3.pdf
- ClinchPowell\_HWI\_Meeting\_Notes 07302013.pdf

FINALMontana PPR Literature Review 5\_6 Final.pdf MT\_Technical\_Approach 07-30-13.pdf

TauntonWatershedResiliency\_Draft\_42613.pdf
Consolidated comments on Draft7\_2\_13.pdf
Taunton Healthy Watershed Report annotate outline July 24\_13(2).pdf

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT					1. CONTRACT ID CODE	PAGE OF PAGES		
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NAME OF OFFEROR OR CONTRACTOR

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ΓΕΜ NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Alternate COR/Project Officer changed to :				
	Nancy Arazan				
	USEPA				
	Mail Code: 4503T				
	Street Address: 1200 Pennsylvania Ave., NW				
	Washington, DC 20460				
	(202) 566-0815				
	arazan.nancy@epa.gov				
	Payment: RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive				
	Durham NC 27711				
	Period of Performance: 09/26/2013 to 09/24/2014				
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	Account code:				
	14-15-B-87FP-202BD4X25-2505-1487PE4009-001				
	Beginning FiscalYear 14				
	Ending Fiscal Year 15				
	Fund (Appropriation) B				
	Budget Organization 87FP				
	Program (PRC) 202BD4X25				
	Budget (BOC) 2505				
	Job # (Site/Project) Cost Organization				
	DCN-LineID 1487PE4009-001				
	Amount: \$138,128.82				
	Delivery Location Code: OW-OWOW-AWPD-NPSB				
	AWPD-NPSB				
	US EPA-OW-OWOW-AWPD-NPSB				
	1200 PENNSYLVANIA AVE., NW				
	MC-4503-T				
	WASHINGTON DC 20460				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 09/26/2013 to 09/24/2015				
	All other terms and conditions shall remain				
	unchanged.				
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The following clause is revised by this modification as follows:

### B-1 LOCAL CLAUSES EPA-B-16-102 ESTIMATED COST AND FIXED FEE

### **Option Period I**

(a) The estimated co	ost of this contract is	(b)(4)	
(b) The fixed fee is	(b)(4)		

(c) The total estimated cost and fixed fee is \$316,646.

The following clause is incorporated by this modification.

#### **B-2 LOCAL CLAUSES EPA-B-32-101 LIMITATION OF FUNDS NOTICE**

# **Option Period I**

- (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 3/3/2015.
- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.
- (c) Recapitulation of Funds

	<b>Estimated Cost</b>	Fixed Fee	Cost Plus Fixed Fee
Modification 2	(b)(4)	(b)(4)	\$138,128.82
	(2)(1)	(-)(-)	
Total Funded			\$138,128.82
Total Task Order			\$316,646.00
AT CHARLESON DECOMESSION SERVICES			10011.
Balance Unfunded			\$178,517.18

The following clause is incorporated by this modification.

### F-1 LOCAL CLAUSES EPA-F-12-101 PERIOD OF PERFORMANCE

The period of performance of this contract shall be from 9/26/2013 through 9/24/2015 inclusive of all required reports.

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# PERFORMANCE WORK STATEMENT TSAWP Multiple-Award Contracts TASK ORDER SOLICITATION ID PR-OW-13-00141

# **Healthy Watersheds Program Support**

### **BACKGROUND:**

U.S. EPA, in partnership with others, launched the Healthy Watersheds Program (HWP) to protect and maintain healthy watersheds having natural, intact aquatic ecosystems; prevent them from becoming impaired; and accelerate restoration successes. This Program is being implemented by promoting a strategic, large scale systems approach to identify and protect healthy watersheds based on integrated assessments of aquatic habitat, biotic communities, chemistry, and watershed processes such as hydrology, fluviogeomorphology, and natural disturbance regimes. The purpose of this Task Order is to provide support to the Healthy Watershed Program (HWP) including web site updates, newsletter, and managing online forum and webinars; identifying healthy watersheds through integrated assessments; assessments of healthy watershed components; development of healthy watershed protection programs, strategies and projects; and integration of healthy watershed identification and protection into EPA programs. The contractor shall provide HWP support to EPA for specific projects in the Base Period and in each Option Period, as described in the Tasks below. All deliverables must be in an electronic format supported by EPA.

# TASK 1: Quality Management Plan, QAPP and progress reports

A Task Order kick-off call or meeting will be held within 15 days of the issuance of the Task Order. The Task Order will be reviewed and the QAPP will be discussed and reviewed.

The contractor shall adhere to the Quality Management Plan (QMP) customized for and incorporated into this contract in performing the scope of requested services in this task order. EPA expects the contractor's Cost and Technical Proposals will fully account for the completion of all Quality Assurance (QA)-related tasks, reviews, and reporting, including those described in the Contract QMP and the project Quality Assurance Project Plan (QAPP).

This Task Order involves the use of existing data, website page development, geospatial data, and modeling. Accordingly, EPA policy requires that an *approved* QAPP be in place before any work begins that involves the collection, generation, evaluation, analysis or use of environmental data. The contractor shall adhere to an existing Quality Assurance Project Plan (QAPP) completed under a previous HWI contractor assignment that comprehensively and

adequately addresses all the elements of this Task Order, and that QAPP¹. The contractor shall update the attached QAPP to reflect current project status, PWS requirements and project organization. That QAPP will be provided to the contractor that is awarded this Task Order by EPA. For any updating of the QAPP, the contractor shall follow the applicable QAPP requirements as provided in EPA Requirements for Quality Assurance Project Plans: EPA QA/R-5 (<a href="http://www.epa.gov/quality/qs-docs/r5-final.pdf">http://www.epa.gov/quality/qs-docs/r5-final.pdf</a>), and Guidance for Quality Assurance Project Plans(QA/G-5), EPA/600/R-98/018, (http://www.epa.gov/quality/qapps.html), as well as other guidance relevant to this Task Order, that can be found at <a href="http://www.epa.gov/quality/qapps.html">http://www.epa.gov/quality/qapps.html</a>. All QA documentation prepared under this Task Order shall be considered non-proprietary, and shall be made available to the public upon request.

The contractor shall immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action. If notification is by phone call, the contractor shall follow up with email notification within 5 days.

The contractor also shall provide EPA with monthly reports of QA-related activities performed during implementation of this Task Order. These monthly QA reports shall identify QA activities performed to support implementation of this Task Order, problems encountered, proposed solutions, and corrective actions taken. The contractor may include this as a part of the contract-required monthly financial/technical progress report.

Existing QAPPs shall require updates if changes that affect QA protocols in the QAPP have occurred. Contractor QMPs are periodically revised which may or may not affect an existing QAPP from an earlier year. Ongoing usage of QAPPs under this Task Order also can reveal the need for any updates. The contractor shall review the existing QAPP, check for necessary revisions based on the factors above, and report in writing to the TOCOR on the necessity of any updates or modifications within 10-15 business days. The contractor also shall notify the EPA TOCOR at any time during the Task Order if changes to the QAPP are warranted (e.g., due to organizational changes, revised technical approaches). If, during the Period of Performance of this Task Order, the EPA TOCOR determines revisions to the QAPP are necessary, the contractor shall submit a revised QAPP in track changes version of MS Word, and shall include a version history page that summarizes changes made, within 10-15 business days after receiving written technical direction to do so. The Contractor also shall provide EPA with copies of any modified SOPs or checklists to be attached to the QAPP. The contractor shall provide a revised QAPP, then a final that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft.

<sup>&</sup>lt;sup>1</sup> Filename HWI Support Final QAPP.PDF: "Healthy Watersheds Initiative Support Quality Assurance Project Plan" Task Order No. 31, Contract EP-C-08-002, June 25, 2012. (18 pp)(redacted copy attached).

No work on the task order shall proceed (on any environmental data collection, analysis, or modeling tasks) until any changes are reflected in the QAPP, and have been approved by the EPA QA Officer.

### Reporting Requirements:

- a. The contractor shall include a QA/QC section within each major deliverable (as specified above)
- b. The contractor shall provide monthly reports of QA activities performed during implementation of this task order (as specified above).

### **Progress Reports:**

In addition to the brief monthly reports required by the contract, the contractor shall also transmit to the EPA TOCOR a brief, emailed progress report twice an option year. These reports are due no less than 60 days before the halfway point, and 60 days before the end, of the Task's current option year. This report shall summarize the status of all HWP Support activities and related funding under this Task up to the report date, and estimate the projected activities and related funding that is expected to be used in the ensuing 60-day period.

#### TASK 2: HWP COMMUNICATIONS SUPPORT

The Contractor shall update the web site, <a href="www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a> no more than 10 times per Base Period or Option Period year under the direction of the EPA TOCOR and in Drupel that can be reviewed and approved by the EPA TOCOR and then transferred to the EPA web group with an EPA request for website modification. This shall include adding new examples, literature to the searchable reference library, healthy watersheds home page featured program or project, Healthy Watersheds News issues (see below), healthy watersheds pilot project descriptions and updates, stories in the news, links to related federal programs, national map with links to projects, HWP publications, and new EPA regional contacts. New material for the website shall not exceed 20 pages and 50 examples, stories, literature, home page featured program or project, pilot projects, national map updates, links to related federal and regional or local programs, stories in the news, HWP publications, Healthy Watersheds News issues, and new EPA regional contacts per Base Period or Option Period year. The Contractor shall use the existing QAPP for the web site updates.

The Contractor shall, with input on content from the TOCOR, develop no more than 4 issues per Base Period or Option Period year of *Healthy Watersheds News*. This shall include layout and writing articles in a format that is comparable to recent past issues (posted online at <a href="https://www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a>. The *Healthy Watersheds News* issues shall not exceed 6 pages per issue.

The Contractor shall manage the Healthy Watersheds Program Online Forum, hwi\_Info. This shall include adding posts, monitoring the discussion, approving new members, and enforcing the rules of the forum.

The Contractor shall provide support, under the direction of the EPA TOCOR, in setting-up and managing no more than 4 HWP webinars per Base Period or Option Period year.

New material for the website shall not exceed 10 pages and 15 examples; 3 issues of *Healthy Watersheds News*; and 2 HWP webinars.

# TASK 3: SUPPORT THE DEVELOPMENT OF STATE AND OTHER INTEGRATED HEALTHY WATERSHEDS ASSESSMENTS

Under the direction of the TOCOR, the Contractor shall develop integrated healthy watersheds assessments using existing data and assessments following the assessment framework in Chapter 4 of the *Identifying and Protecting Healthy Watersheds Concepts, Assessments, and Management Approaches* found on <a href="https://www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a>. This shall include for each assessment the delivery of an assessment report and geodatabase of the assessment results. The report shall include an executive summary, introduction, methods overview, results and analysis including synthesis of watershed condition and vulnerability assessments, next steps and applications, references, any appendices, and maps and graphics. The reports shall include pictures and/or graphics on cover pages suitable for posting on the Healthy Watersheds web site. The overall steps in an integrated healthy watersheds assessment include, but are not limited to:

- 1. Organizing conference calls with assessment team (no more frequent than monthly) to discuss the steps below and provide call summaries
- 2. Identify, collect, and review existing data for 6 healthy watershed assessment framework ecological attributes and vulnerability indicators (e.g. future climate, land, and water use change) and create geodatabase
- 3. Develop draft technical approach
- 4. Conduct meeting with assessment team to decide on indicators, analysis unit (e.g. Hydrologic Unit Code or catchment), uses of the assessment, and overall technical approach, and provide summary of the meeting
- 5. Complete data collection for any new indicators and final draft technical approach
- 6. Circulate final draft of technical approach to assessment team for review and finalize
- 7. Analyze data, develop indicators for the 6 ecological attributes and vulnerability assessment, and develop landscape statistical or other models or statistical approaches to assess all watersheds or catchments and draft assessment report
- 8. Convene conference call of assessment team to discuss draft results and decide on index approach and/or thresholds, map output format, and associated graphics for displaying the results
- Calculate index and develop graphics displaying results. Convene conference call of assessment team to review and finalize results and graphics and uses of the assessment
- 10. Complete draft assessment report and circulate to the assessment team for its review, and
- 11. Finalize report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)

The Contractor shall develop integrated healthy watersheds assessments in no more than 2 states, no more than 1 National Estuary Program, no more than 1 Tribe, and/or no more than 2 geographic areas such as watersheds and ecoregions per Base Period or Option Period year.

For the Base Period, the Clinch-Powell Watersheds assessment will be completed and 1 other state assessment is projected.

For Option Period 1, the Clinch-Powell Watersheds assessment and Tennessee state assessment will be completed.

# Clinch-Powell Assessment (Clinch-Powell Clean Rivers Initiative)

The Contractor shall evaluate the draft assessment report including preliminary results (attached), review data collected so far in the geodatabase and associated data analysis tables (attached link), review comments on the assessment (attached), review the summary of July 23, 2013 Call (attached), and propose a revised assessment technical approach. The Contractor shall convene conference calls of assessment team to discuss and decide on a new assessment approach. The Contractor shall collect any additional existing data. The Contractor shall convene conference calls of assessment team to discuss new indicators, results of the analysis, index approach and/or thresholds, combined output of watershed health and/or vulnerability assessments, next steps and applications, map format for displaying the results, and report graphics. The Contractor shall calculate indices and develop graphics displaying results. The Contractor shall complete draft and draft final reports and circulate them to the assessment team for its review. The Contractor shall finalize report and geodatabase.

# TASK 4: SUPPORT OF THE DEVELOPMENT OF HEALTHY WATERSHEDS COMPONENT ASSESSMENTS

Under direction of the TOCOR, the Contractor shall develop additional healthy watersheds component assessments to include assessments of green infrastructure, landscape condition, habitat, geomorphology, hydrology, water quality, and biological condition in no more than 2 states, 1 Tribe, 1 National Estuary Program, and/ or 2 geographic areas such as watersheds and ecoregions per Base Period or Option Period year. These assessments shall be similar to those in Chapters 2 and 3 of the EPA technical document, *Identifying and Protecting Healthy Watersheds Concepts, Assessments, and Management* Approaches found on www.epa.gov/healthywatersheds and consistent with the state of the science. The reports shall include pictures and/or graphics on cover pages suitable for posting on the Healthy Watersheds web site. The Contractor shall develop a project plan and schedule for each assessment prior to initiating work.

For the Base Period, the Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds project shall be completed and no other projects are being planned.

For Option Period 1, the Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds project shall be completed.

Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds (Montana Department of Environmental Quality)

The Contractor shall review and evaluate the Literature Review (attached) and draft Technical Approach for Developing Testable Hypotheses and Precautionary Limits of Hydrologic Alteration (attached). The Contractor shall convene conference calls with the Montana technical team to develop testable hypotheses that describe how select species, communities, and processes respond to hydrologic changes during various months and seasons for prairie wetlands in eastern Montana. Each hypothesis will explicitly state who (species or guild) is affected by what (component of flow), when (months or season), where (habitat, such prairie wetlands), and how (hypothesized ecological response). The Contractor shall work the Montana technical team to quantify precautionary limits on hydrologic alteration. The Contractor shall produce draft and final reports with the literature summary and hydrologic needs assessment that is 508 compliant for posting on the Healthy Watersheds web site.

# TASK 5: SUPPORT DEVELOPMENT OF HEALTHY WATERSHEDS PROTECTION PROGRAMS, STRATEGIES, AND PROJECTS

Under direction of the TOCOR, the Contractor shall assist in the development of healthy watersheds programs, strategies, and projects in no more than 3 states, no more than 3 Tribes, no more than 3 National Estuary Programs, and/or no more than 3 watersheds per Base Period or Option Period year. The Contractor shall develop a project plan and schedule for each program development project except for logistical support. Program support shall include: providing logistical support for conference calls, i.e., note taking, facilitation, summary; facilitating workshops; preparing written synthesis of information on healthy watersheds assessments and protection programs; supporting the development of state or tribal healthy watersheds strategies; and implementation of watershed level healthy watersheds protection projects. The Contractor shall produce a fact sheet and report on healthy watersheds implementation outlining a strategic approach to protecting healthy watersheds including the importance of a large scale systems approach, role of integrated assessments in identifying healthy watersheds, development of healthy watersheds state strategies, role of collaboration across organizations, and examples of healthy watershed protection actions and projects. Reports and fact sheet shall include pictures and/or graphics suitable for posting on the Healthy Watersheds web site.

For the Base Period, the Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed project shall be completed and three national HWI pilot projects are being planned. The pilot projects will commence in the Base Period and carry over into Option Period 1.

For Option Period I, the Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed project shall be completed.

# Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed

The Contractor shall review the Protecting Resiliency in Massachusetts' Taunton River Watershed 4/26/13 draft report (attached), Consolidated Comments from EPA Region 1 (attached), and Revised Table of Contents for the Draft Report (attached). The Contractor shall discuss next steps with the EPA TOCOR and the Taunton Watershed Project Team and propose a final report outline. The Contractor shall develop a revised draft report based on the final outline. The Contractor shall incorporate comments on the draft report from the EPA TOCOR and the Taunton Watershed Project Team. The Contractor shall produce a final report. The report shall be 508 compliant for posting on the Healthy Watersheds web site.

### TASK 6: SUPPORT HWI PROGRAM INTEGRATION

Under direction of the TOCOR, the Contractor shall assist in developing strategies and implementing projects that demonstrate HWI integration into the Wetlands and National Estuary Programs (NEPs), and other EPA programs. Emphasis shall be placed on demonstration projects.

For the Base Period, no activity is expected for this task. Activity is anticipated under this task in Option Period I.

### SCHEDULE OF BENCHMARKS AND DELIVERABLES

	Base Period: 12 months	
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award
1	1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or  • Recommend revisions.	Within 30 days of TO Award
1	Immediately notify the EPA TOCOR of any QA	Immediate notification. If

1	problems encountered that may impact the performance of this Task Order, with recommendations for corrective action  1c. The contractor shall notify the EPA TOCOR at any time during the task order if change to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	notification is by phone call, the contractor shall follow up with email notification within 5 days.  10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOCOR provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. 5 business days of receipt of EPA's comments on the draft QAPP, the contractor shall submit a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of base year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of base year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Support	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction

2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	es and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of written technical direction
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment
<b>3</b>	3.k. Final assessment report and transfer	Within 200- 280 business days

	geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	of beginning of each assessment
3CPa.	Conference calls & written call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3CPb.	Project evaluation and proposed revised assessment technical approach	Within 20 business days of written technical direction
3CPc.	Complete data collection and final draft technical approach	Within 15 business days of written technical direction
3CPd.	Final technical approach report	Within 5 business days of written technical direction
3CPe.	Six ecological attribute indicators analyzed using statistical models/approaches &/or vulnerability assessment and draft assessment report	Within 25 business days of written technical direction
3CPf.	Convene conference call to decide on any thresholds, index approach, and display of results and written call summary	Within 10 business days of written technical direction
3CPg.	Written call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
ЗСРј.	Draft assessment report	Within 20 business days of written technical direction
3CPk.	Final assessment report and transfer geodatabase to EPA and project client	Within 15 business days of written technical direction
	Healthy Watersheds Component Ass	sessments
4	4a. Project plan and schedule	Within 5 days of beginning of each project
4	4b. Conference calls and call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g., state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
4.MTa.	4.MTa. Review and evaluate the Literature	Within 5 business days of
7.101101	Tavira, neview and evaluate the literature	Till Antonin a propiness gays of

	Review and draft Technical Approach for Developing Testable Hypotheses and Precautionary Limits of Hydrologic Alteration	written technical direction
4.MTb.	Conference calls and call summaries	Calls: within 15 days of written technical direction Call summaries: within 5 business days of written technical direction
4.MTc.	Draft Testable Hypotheses and precautionary limits of hydrologic alteration	Within 10 business days of written technical direction
4.MTd.	Final Testable Hypotheses and precautionary limits of hydrologic alteration	Within 10 business days of written technical direction
4.MTe.	Draft final report with the literature summary and hydrologic needs assessment	Within 15 business days of written technical direction
4.MTf.	Final report with the literature summary and hydrologic needs assessment	Within 10 business days of written technical direction
	Healthy Watersheds Protection Programs, Str	ategies, and Projects
5	5a. Project plan and schedule	Within 5 days of beginning of each project
5	5b. Conference call and workshop logistical support, facilitation, and summary	Calls: within 21 days of writter technical direction Workshop: Within 5 business days of written technical direction
5	5c. Draft report	Within 7 business days of written technical direction
5	5d. Final report	Within 10 business days of written technical direction
5	5e. Draft fact sheet and report on healthy watersheds implementation	Within 7 business days of written technical direction
5	5 f. Final fact sheet and report on healthy watersheds implementation	Within 10 business days of written technical direction
5.Ta.	Discuss next steps on the project	Within 5 business days of project initiation
5.Tb.	Conference calls and call summaries	Calls: within 15 days of written technical direction Call summaries: within 5 business days of written technical direction
5.Tc.	Final report outline	Within 5 business days of project initiation
5.Td.	5.Td. Draft report	Within 20 business days of

5.Te.	Final report	Within 10 business days of written technical direction
	SUPPORT HWI PROGRAM INTEGR	
	Within 5 husiness days of	
6	6a. Meeting summaries	written technical direction
	6b. Program integration project plan and	Within 10 business days of
6	schedule	written technical direction
-	6c. Draft and final program integration	Within 10 business days of
6	strategies	written technical direction
6	Ed. Draft and final project reports	Within 10 business days of
О	6d. Draft and final project reports	written technical direction
	·	
	Option Period 1: 12 month	
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award
	1b. The contractor shall review the "Healthy	ļ
	Watersheds Initiative Support Quality	
1	Assurance Project Plan" and,	Within 30 days of beginning of
_	<ul> <li>Verify that the QAPP is still</li> </ul>	new Option Period
	appropriate for use; or	
,,	Recommend revisions.	
	immediately notify the EPA TOCOR of any QA	Immediate notification. If
1	problems encountered that may impact the	notification is by phone call, the
_	performance of this Task Order, with	contractor shall follow up with
	recommendations for corrective action	email notification within 5 days.
		10-15 business days after
	1 TI	receipt of written technical
	1c. The contractor shall notify the EPA TOCOR	direction, the contractor shall
1	at any time during the task order if changes to	submit a draft revised QAPP.
1	the QAPP is warranted (e.g., due to organizational changes, revised technical	Within 5 business days of   receipt of EPA's comments on
	approaches).	the draft QAPP, a final QAPP
	approaches/.	that responds to EPA's written
		comments
-:-	1d. If, during the Period of Performance of this	10-15 business days after
	Task Order, the EPA TOM provides technical	receipt of written technical
	direction that revisions to the QAPP are	direction, the contractor shall
	determined to be necessary, the contractor	submit a draft revised QAPP.
1	shall submit a revised QAPP, including the	Within 5 business days of
-	revision summary, within 10-15 business days	receipt of EPA's comments on
	after receiving written technical direction to do	the draft QAPP, a final QAPP
	so. When preparing this "draft" revised version	that responds to EPA's written
	of the QAPP, the contractor shall ensure that it	comments
-	Joseph Contractor shall ensure that it	Comments

	is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	<ul> <li>2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement</li> </ul>	Day 0 — Day 180 of ⊤ask year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	s and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written

3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of written technical direction
	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment
3	3.k. Final assessment report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
	Healthy Watersheds Component Ass	essments
4	4a. Project plan and schedule	Within 5 days of beginning of each project
4	4b. Conference calls and call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
	Healthy Watersheds Protection Programs, Strat	
5	5a. Project plan and schedule	Within 5 days of beginning of each project
5	5b. Conference call and workshop logistical	Calls: within 21 days of written

	support, facilitation, and summary	technical direction Workshop: Within 5 business days of written technical direction	
5	5c. Draft report	Within 7 business days of written technical direction	
5	5d. Final report	Within 10 business days of written technical direction	
5	5e. Draft fact sheet and report on healthy watersheds implementation	Within 7 business days of written technical direction	
5	5 f. Final fact sheet and report on healthy watersheds implementation	Within 10 business days of written technical direction	
	SUPPORT HWI PROGRAM INTEGI	RATION	
6	6a. Meeting summaries	Within 5 business days of written technical direction	
6	6b. Program integration project plan and schedule	Within 10 business days of written technical direction	
6	6c. Draft and final program integration strategies	Within 10 business days of written technical direction	
6	6d. Draft and final project reports	Within 10 business days of written technical direction	
	Ontion Devied 2: 12 month		
ΤΔSK	Option Period 2: 12 month		
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE	
TASK 1	BENCHMARK / DELIVERABLE / MILESTONES  1a. Task Order Kick-Off Meeting  1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or		
1	BENCHMARK / DELIVERABLE / MILESTONES  1a. Task Order Kick-Off Meeting  1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still	SCHEDULE Within 15 days of TO Award Within 30 days of beginning of	

		comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOM provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppo	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year

	T	T		
	2d. Up to 4 HWI webinars per year as specified	40-60 business days after		
2	in written technical direction from the EPA	receipt of written technical		
	TOCOR	direction		
	Integrated Assessments Detailed Deliverables and Milestones			
		Calls: within 21 days of written		
		technical direction		
; 3	3a. Conference calls & call summaries	Call summaries: within 5		
		business days of written		
		technical direction		
	3b. Collect indicator data and place into a	Within 80-100 business days of		
3	geodatabase			
1 1-	. Řeoga rangze	beginning of each assessment		
3	3c. Draft technical approach	Within 80-100 business days of		
5.		beginning of each assessment		
3	3d. Conduct meeting with assessment team &	Within 80-100 business days of		
	meeting summary	beginning of each assessment		
3	3.e. Complete data collection and final draft	Within 120 business days of		
	technical approach	beginning of each assessment		
3	3.f. Final technical approach	Within 10 business days of		
		_written technical direction		
	3.g. Six ecological attribute indicators analyzed			
3	using statistical models/approaches &	Within 160 business days of		
3	vulnerability assessment and draft assessment	beginning of each assessment		
	report			
	3.h. Convene conference call to decide on any	LANGE TO LOCALIDADE OF		
3	thresholds, index approach, and display of	Within 10 business days of		
	results and call summary	written technical direction		
_	3. i. Call summary on assessment team's review	Within 5 business days of		
3	of results, graphics, & uses of assessment	written technical direction		
_	•	Within 200 business days of		
3	3.j. Draft assessment report	beginning of each assessment		
	3.k. Final assessment report and transfer			
	geodatabase to EPA and project client (e.g,	Within 200- 280 business days		
3	state, National Estuary Program, Tribe,	of beginning of each assessment		
	watershed group)	or segming or each ossessment		
	Healthy Watersheds Component Ass	essments		
	· · · · · · · · · · · · · · · · · · ·	Within 5 days of beginning of		
4	4a. Project plan and schedule	each project		
	+	1		
		Calls: within 21 days of written technical direction		
	Ab Conforme calls and all and are			
4	4b. Conference calls and call summaries	Call summaries: within 5		
		business days of written		
		technical direction		
4	4c. Draft assessment report	Within 200 business days of		

	800 200	
	·	beginning of each assessment
	4d. Final assessment report and transfer	
4	assessment database to EPA and project client	Within 200- 280 business days
4	(e.g, state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	
	Healthy Watersheds Protection Programs, Stra	ategies, and Projects
5	5a. Project plan and schedule	Within 5 days of beginning of
_	Ja. Project plan and schedule	each project
-		Calls: within 21 days of written
	5b. Conference call and workshop logistical	technical direction
5	support, facilitation, and summary	Workshop: Within 5 business
	support, facilitation, and summary	days of written technical
		direction
5	5c. Draft report	Within 7 business days of
		written technical direction
5	5d. Final report	Within 10 business days of
		written technical direction
5	5e. Draft fact sheet and report on healthy	Within 7 business days of
	watersheds implementation	written technical direction
, 5	5 f. Final fact sheet and report on healthy	Within 10 business days of
	watersheds implementation	written technical direction
	SUPPORT HWI PROGRAM INTEGE	
6	6a. Meeting summaries	Within 5 business days of
ļ. <u> </u>	<u> </u>	written technical direction
6	6b. Program integration project plan and	Within 10 business days of
	schedule	written technical direction
6	6c. Draft and final program integration	Within 10 business days of
	strategies	written technical direction
6	6d. Draft and final project reports	Within 10 business days of
	Tan Francisco mar project reports	written technical direction

Option Period 3: 12 months

TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award
	1b. The contractor shall review the "Healthy	
	Watersheds Initiative Support Quality	
1	Assurance Project Plan" and,	Within 30 days of beginning of
_	<ul> <li>Verify that the QAPP is still</li> </ul>	new Option Period
	appropriate for use; or	
	Recommend revisions.	
	immediately notify the EPA TOCOR of any QA	Immediate notification. If
1	problems encountered that may impact the	notification is by phone call, the
	performance of this Task Order, with	contractor shall follow up with

	recommendations for corrective action	email notification within 5 days.
1	1c. The contractor shall notify the EPA TOCOR at any time during the task order if changes to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOCOR provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction

2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year	
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year	
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year	
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction	
	Integrated Assessments Detailed Deliverable	es and Milestones	
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction	
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment	
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment	
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment	
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment	
3	3.f. Final technical approach	Within 10 business days of written technical direction	
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment	
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction	
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction	
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment	
3	3.k. Final assessment report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment	

	Healthy Watersheds Component Ass	sessments	
4	4a. Project plan and schedule	Within 5 days of beginning of each project Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction	
4	4b. Conference calls and call summaries		
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment Within 200- 280 business days of beginning of each assessmen	
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g., state, National Estuary Program, Tribe, watershed group)		
	Healthy Watersheds Protection Programs, Stra	tegies, and Projects	
5	5a. Project plan and schedule	Within 5 days of beginning of each project	
5	5b. Conference call and workshop logistical support, facilitation, and summary	Calls: within 21 days of written technical direction Workshop: Within 5 business days of written technical direction	
— - 5	5c. Draft report	Within 7 business days of written technical direction	
5	5d. Final report	Within 10 business days of written technical direction	
5	5e. Draft fact sheet and report on healthy watersheds implementation	Within 7 business days of written technical direction	
5	5 f. Final fact sheet and report on healthy watersheds implementation	Within 10 business days of written technical direction	
	SUPPORT HWI PROGRAM INTEGR	ATION	
6	6a. Meeting summaries	Within 5 business days of written technical direction	
6	6b. Program integration project plan and schedule	Within 10 business days of written technical direction	
6	6c. Draft and final program integration strategies	Within 10 business days of written technical direction	
6	6d. Draft and final project reports	Within 10 business days of written technical direction	
	Outlan Paried A. Curanth		
TASK	Option Period 4: 6 months BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE	
ורטונ	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award	

1	1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or  • Recommend revisions.	Within 30 days of beginning of new Option Period
 1 	immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action	Immediate notification. If notification is by phone call, the contractor shall follow up with email notification within 5 days.
1	1c. The contractor shall notify the EPA TOCOR at any time during the task order if changes to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOCOR provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract	As specified in contract

	requirement	
	HWI Communications Suppo	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction
to make manifestron are no	Integrated Assessments Detailed Deliverable	s and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of written technical direction
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment
3		Within 10 business days of written technical direction

	results and call summary	-
	3. i. Call summary on assessment team's review	Within 5 business days of
3	of results, graphics, & uses of assessment	written technical direction
-		Within 200 business days of
3	3.j. Draft assessment report	beginning of each assessment
	3.k. Final assessment report and transfer	
_	geodatabase to EPA and project client (e.g,	Within 200- 280 business days
3	state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	
	Healthy Watersheds Component Ass	essments
_		Within 5 days of beginning of
4	4a. Project plan and schedule	each project
		Calls: within 21 days of written
		technical direction
4	4b. Conference calls and call summaries	Call summaries: within 5
		business days of written
		technical direction
	4 D ft	Within 200 business days of
4	4c. Draft assessment report	beginning of each assessment
	4d. Final assessment report and transfer	
4	assessment database to EPA and project client	Within 200- 280 business days
4	(e.g, state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	
	Healthy Watersheds Protection Programs, Stra	tegies, and Projects
Г	Es Dusinet also and selection	Within 5 days of beginning of
5	5a. Project plan and schedule	each project
	· · · · · · · · · · · · · · · · · · ·	Calls: within 21 days of written
	5b. Conference call and workshop logistical support, facilitation, and summary	technical direction
5		Workshop: Within 5 business
		days of written technical
		direction
5		Within 7 business days of
J	5c. Draft report	written technical direction
5	5d. Final report	Within 10 business days of
<u> </u>	ou. Final report	written technical direction
5	5e. Draft fact sheet and report on healthy	Within 7 business days of
	watersheds implementation	written technical direction
5	5 f. Final fact sheet and report on healthy	Within 10 business days of
	watersheds implementation	written technical direction
	SUPPORT HWI PROGRAM INTEGR	ATION
6	Fa Mosting summaries	Within 5 business days of
6	6a. Meeting summaries	written technical direction
6	6b. Program integration project plan and	Within 10 business days of

	schedule	written technical direction
6	6c. Draft and final program integration	Within 10 business days of
	strategies	written technical direction
6	6d. Draft and final project reports	Within 10 business days of
		written technical direction
2	- "	
	END OF TABLE	

When the Task Order reaches 30 calendar days prior to the end of the Period of Performance in a given period, the contractor shall make a determination that the deliverables, milestones, benchmarks, and any outstanding technical direction from the TOCOR, shall be satisfactorily completed in the form requested in the PWS by the end of the Period of Performance and for the remaining funding that is available.

If the contractor determines one or more of the above-referenced items will not be able to be completed in the requested form within the period of performance and with the available funding, the contractor shall notify the TOCOR and the CO immediately. Within 5 business days of said notification, the TOCOR in coordination with the CO will provide technical direction concerning use of the remaining funding to prepare and furnish to the TOCOR all interim draft deliverables, interim work products, and any working files in an electronic format which is supported by EPA, for eventual continuation of the project after the end date of the Task Order.

### REPORTING

All documentation and reporting under this Task Order shall be in compliance with contract requirements.

### **DELIVERABLES AND GENERAL PERFORMANCE**

The contractor shall participate in meetings and conference calls arranged by the EPA Task Order Project Officer. The contractor shall, when requested by the TOCOR, provide supporting documentation when EPA is reviewing draft deliverables to facilitate EPA review and approval of the Contractor's work. Documentation shall include the electronic files and detailed, written explanation of all steps and decisions. The Contractor shall comply with this request when it is received from the TOCOR regardless of whether such a request is described in the individual tasks of this PWS. The Contractor shall furnish this information in such manner that no proprietary software will be needed for EPA to read, interpret, replicate or model any work product of this agreement, unless otherwise noted in this PWS or by written permission of the EPA TOCOR. The objective is that anyone with the appropriate skill level can use the information produced under this Task Order to check or duplicate the Contractor's work for replication and/or verification. With this understanding of how this Task Order's data will be used, any elements essential to successfully replicating analysis shall be provided to EPA in a commonly-used format.

The Contractor shall provide both scientific/technical and editorial review as defined in section 2.6 of the Prime Contract Performance Work Statement on any Task Order draft product before submission to the EPA TOCOR for review. This process does not need to be performed by an independent peer reviewer. All editorial review comments shall be addressed before deliverables are furnished to the EPA TOCOR for review (in the case of draft deliverables) or acceptance (in the case of final deliverables); and any questions raised by scientific/ technical review shall be either addressed or discussed with the EPA TOCOR prior to the contractor furnishing draft deliverables.

The contractor's work shall be judged "satisfactory" according to the QAPP if TOCOR edits to deliverables are no more than ten percent (10%) of the content of any draft deliverable, or less than two percent (2%) of any final deliverable. In addition, the contractor's work shall be judged "satisfactory" according to the QASP if less than ten percent (10%) of the pages of written final deliverables contain Task Order Project Officer edits for such things as grammar, punctuation and format. The EPA TOCOR can, upon request, furnish a copy of the EPA correspondence manual for the contractor's use.

Upon receipt of written technical direction from the TOCOR, the contractor shall furnish:

- all deliverables (draft and final) to EPA shall be furnished in an electronic version and in an electronic format that EPA can support (see TSAWP Contract PWS Section 4.0 Deliverables).
- <u>all final deliverables</u> to EPA shall include one (1) electronic copy and a transmittal email that describes the attached deliverable and summarizes QA procedures applied in its development. All final deliverables shall be prepared according to EPA publication guidelines and shall be compliant with Section 508 of the Americans with Disabilities Act.

All submittals to EPA shall be formatted as described below.

Electronic submissions shall be made in the following manner: electronic Microsoft Word© for any written reports, summaries or analysis documents, Microsoft Excel® format for any and all spreadsheets, ESRI file Geodatabase (or other format approved by the EPA TOCOR) for geospatial datasets. Final electronic submissions shall be on Compact Disk (CD) or Digital Versatile Disc (DVD) if too large to email as attachments or deliver via FTP. Every electronic document and all of the sections, text, graphs, charts or figures shall be unlocked, open and editable so that EPA may make further changes.

Appropriate electronic format that is supported by EPA and printing of all GIS data layers, maps, photos, bench sheets and other written material not easily printed or saved in the above formats shall be discussed and a format agreed upon with the EPA TOCOR prior to submittal by the contractor.

# VALIDATION OF SECTION 508 COMPLIANCE OF TASK ORDER DELIVERABLES

The Contractor will support the TOCOR in conducting a "Final Deliverable Validation" to ensure compliance with Section 508 and the Federal Acquisition Regulations (FAR) related to "electronic and information technology (EIT) deliverables". The Contractor shall furnish certification, in writing, to the TOCOR that the Contractor has complied with EPAAR Clause 1552.211-79 "Compliance with EPA Policies for Information Resources Management", including the requirement that all electronic and information technology (EIT) deliverables be Section 508 compliant in accordance with the policies referenced at <a href="http://www.epa.gov/accessibility/">http://www.epa.gov/accessibility/</a>.

### TRAVEL

All travel under this Task Order shall be in compliance with contract requirements and only according to specific Technical Direction. (See contract clause H-17). For the Base Period, travel is anticipated for two ensite meetings (one is most likely Nashville, TN for a state healthy watersheds assessment) involving 2 contractors, unless otherwise directed by the TOCOR. For the Option Periods, travel is anticipated for two ensite meetings involving 2 contractors, unless otherwise directed by the TOCOR.

### CONTRACTOR IDENTIFICATION

Contractor personnel shall always identify themselves as Contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative.

The Contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the EPA Task Order Project Officer.

### **CONFERENCE/MEETING GUIDELINES AND LIMITATIONS:**

The EPA projects that none of the individual meetings identified in these tasks will exceed a total cost of \$20,000 with the exception of a national workshop under Task 5. The contractor shall immediately notify the EPA Contracting Officer, PO and TOCOR of any anticipated individual event involving support for a meeting, conference, workshop, symposium, retreat, seminar or training that may potentially incur \$20,000 or more in cost during performance. Conference expenses are all direct and indirect costs paid by the government and include any associated authorized travel and per diem expenses, room charges for official business, audiovisual use, light refreshments, registration fees, ground transportation and other expenses as defined by the Federal Travel Regulations. All outlays for conference preparation should be included, but the federal employee time for conference preparation should not be included. After notifying EPA of the potential to reach this threshold, the Contractor shall not proceed with the task(s) until authorized to do so by the Contracting Officer.

QUALITY ASSURANCE SURVEILLANCE PLAN: per contract requirements

#### **ATTACHMENTS**

Filename HWI Support Final QAPP.PDF: "Healthy Watersheds Initiative Support Quality Assurance Project Plan" Task Order No. 31, Contract EP-C-08-002, June 25, 2012. (18 pp) (redacted copy attached).

Clinch-Powell Watershed Health Assessment (5-6-2013).pdf <a href="mailto:ftp://ftp.epa.gov/storet/xfer/">ftp://ftp.epa.gov/storet/xfer/</a> ClinchPowell zip file Comments on assessment report:

- CP\_HealthyWatersV1\_VAReview.pdf
- Clinch-Powell Watershed Health Assessment (5-6-2013) JKLSuggest.pdf
- Clinch-Powell Watershed Health Assessment (5-6-2013)(TSO).pdf
- CP\_HealthyWatersV1\_VAReview\_Patricks\_Comments.pdf
- David\_Duhl.pdf
- EPAR3.pdf
- ClinchPowell\_HWI\_Meeting\_Notes 07302013.pdf

FINALMontana PPR Literature Review 5\_6 Final.pdf MT\_Technical\_Approach 07-30-13.pdf

TauntonWatershedResiliency\_Draft\_42613.pdf
Consolidated comments on Draft7\_2\_13.pdf
Taunton Healthy Watershed Report annotate outline July 24\_13(2).pdf

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	14 THIS ITEM ONLY ARRIVES	TO AMENDMENTS OF SOLICITATIONS	<del></del>
			extended. s not extended.
THE PLACE DESIGNATED FOR THE RECE virtue of this amendment you desire to change to the solicitation and this amendment, and is	PTIOF OFFERS PRIOR TO THE HOUR AN e an offer already submitted, such change murece ved phor to the opening hour and date.	<u> </u>	OF YOUR CHEEK, If by a'm or letter makes reference
12. ACCOUNTING AND APPROPRIATION DAT See: Schedule	A (if required)	Wet Increase:	\$130,000.00
	ES TO MODISION TION OF CONTRACTORS	DERS. IT MODIFIES THE CONTRACT/ORDER NO. A	
C THIS SUPPLEMENTAL ÄGR	EÉMENT S ÉNTÉŘED INTO PURSUANT T	ECT THE ADMINISTRATIVE CHANGES (such as cna. AUTHOR TY OF FAR 43,103(b). TO AUTHOR TY OF:	nges in paying office,
DI OTHER (Specify type of mod	ification and authority)		
X 52.232-22 Limita	tion of Funds		
E. IMPORTANT: Contractor X is	s not.       is required to sign this occurren	it and return Copies to the is	suing office.
14. DESCRIPTION OF AMENDMENT/MODIFIC	ATION (Organized by UCF section heading:	s, including solicitation/contract subject matter where t	feasible )
DUNS Number: (b)(4) The purpose of this modi in the amount of \$130,00		ntally fund Option Permod I down is as follows:	of the task order
Estimated cost: $(b)(4)$			
Fee: (b)(4) FOPO: Laura Gabanski Max		28	
.18T OF CHANGES:			
Reason for Modification:	Funding Only Action		
Potal Amount for this Mod	dification: \$0.00		
Continued			
		r 10A, as heretofore changed, remains unchanged and	
15A NAME ÄND TITLE OF SIGNER (Type or p	m,	16A NAME AND TITLE OF CONTRACTING C	PERIOER (Type or print)
		Noelle Mills	
155 CONTRACTOR/OFFEROR	150 DATE SIGNED	De la section	160, DATE SIGNED ELECTRONIC
(Signature of person authorized to sign,	,	Effelial Comment	SIGNATURE   08/21/2014
NSN 7540 01-152-8070			STANDARD FORM 30 (REV. 10-83)

NSN 7540 01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by OSA FAR (48 CFR) 53,243

CONTINUATION CHECT	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
CONTINUATION SHEET	EP-C-12 054/0004/004	2

NAME OF OFFEROR OR CONTRACTOR

R T | International

NO.	SUPPLIES/SERVICES	GJANT'TY	I I	UNIT PRICE	NUCVA
)	(B)	(C)	(D)	(E)	(F)
	New Total Amount for this Version: \$316,646.00	1 -		<del></del>	-
	New Total Amount for this Award: \$1,463,014.00				
	Obligated Amount for this Modification:				
	\$130,000.00		1		
	New Total Obligated Amount for this Award:				
	\$563,352.82				
	Incremental Funded Amount changed: from				
	\$433,352.82 to \$563,352.82			ľ	
d.	CHANGES FOR LINE ITEM NUMBER: 2		8		
	Obligated Amount for this modification:				
	\$130,000.00				
	Incremental Funded Amount changed from				
	\$138,128.82 to \$368,128.82				
	+130/120/100				
į	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	14 15-8-87FP-202BD4X25-250S-1487PE4014-001				
	Beginning FiscalYear 14			1	
	Ending Fiscal Year (5				
	Fund (Appropriation) B				
	Budget Organization 87FP				
	Program (PRC) 202304X25		1:		
	Budget (BOC) 2505				
	Job # (Site/Project)				
	Cost Organization				
	DCN-lineID 1487FE4014 001				
1	Amount: \$130,000.00				
	Payment:				
	RTP Finance Center				
Ì	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive				
	Durham NC 27711				
3	FCB: Destination				
	Period of Performance: 09/26/2013 to 09/24/2015				
	All other terms and conditions shall remain				
	unchanged.				
			1		

QF

#### SECTION B - Supplies or Services/Prices

The following clause is revised by this modification as follows:

#### B-1 LOCAL CLAUSES EPA-B-32-101 LIMITATION OF FUNDS NOTICE

- (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 2/21/2015.
- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.
- (c) Recapitulation of Funds:

Modification 2 Modification 4	S S	Fstimated Cost (b)(4)	Fixed Fee (b)(4)	Cost Plus Fixed Fee 138,128.82 130,000.00
Total Funded Total Task Order Balance Unfunded				\$268,128.82 \$316,646.00 \$48,517.18

AMENDMENT OF SOLICE	TATION/MODIFIC	ATION OF CONTRAC	т	1 CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION	NO.	3. EFFECTIVE DATE	14.	REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
005		See Block 16C			
6 ISSUED BY	CODE	CPOD		ADMINISTERED BY (If other than them 5	6) CODE CPOD
(FOR U.S. MAIL ON US Environmental 26 West Martin L Mail Code: NWD Cincinnati OH 45	Protection other King D	Agency	บ 2 M	POD S Environmental Prote 6 West Martin Luther ail Code: NWD incinnati OH 45268	action Agency
8 NAME AND ADDRESS OF CO	NTRACTOR (No., street	county State and ZIP Code)	5	9A. AMENDMENT OF SOLICITATION N	
3 T I Internation Attn: DEBORAH ELJ PO BOX 12194 (b)(4) RESEARCH TRIANGLE	al ISON		(x)	98 DATED (SEE (TEM 11))  104 MCDIFICATION OF CONTRACT/C EP C-12-034  CC04  108 DATED (SEE (TEM 13))	
CODE (b)(4)		FACILITY CODE			
(b)(4)				09/26/2013	
Items 8 and 15, and returning separate letter or telegram wh THE PLACE DESIGNATED F virtue of this amendment your	ipt of this amendment in co co ich includes a reference OR THE RECEIPT OF desire to change an offe	rior to the hour and date sp pies of the amendment: (b) I to the solicitation and amer OFFERS PRIOR TO THE H ir already submitted, such d	ecified in the sok By acknowledgin adment numbers OUR AND DATE hange may be in	station or as amended, by one of the follog receipt of this amendment on each copy FALLURE OF YOUR ACKNOWLEDGEM SPECIFIED MAY RESULT IN REJECTION ade by tetegram or letter, provided cach to	y of the offer submitted; or (c) By MENT TO BE RECEIVED AT ON OF YOUR OFFER If by
to the solicitation and this ame 12. ACCOUNTING AND APPRO				Decrease:	(b)(4)
See Schedule			.40. 1		(5)(1)
C THIS SUPPL X FAR 52.232	date etc.) SET FORTI	TIN (TEM 14, PURSUANT IT IS ENTERED INTO PURI Of Funds & EPA-G-	SUANT TO AUTI		
E IMPORTANT: Contractor	∏ is not	🗓 is required to sign this		turncopies to t ding solicitation/contract subject matter with	the issuing office
period in the am Contract Specail FCCOR: Nancy Ara LIST OF CHANGES: Reason for Modif Obligated Amount	nis modification of (b)(4) ist are revious an Max Expinition: Function: Function this Mo	(all cost sed, see attac re Date: 03/2) ding Only Actidification: (b	:). Addi shed class 7/2018 ion )(4)	unliquidated obligat. tionally, the TOCOR, se EPA-G-42-101.	ions on the base Alt TCCOR and
Obligated Amount	tor this mo	diffication:	八 <del>年</del> )		
Continued		no donument talescopes := '	tern DA ov 104 o	is heretofore changed, remains unchange	ed and in full force and effect
Except as provided herein, all to 15A NAME AND TITLE OF SIG Donna Cooper	NER (Type or print)	· · · · · · · · · · · · · · · · · · ·		is na acouse changed remains uncominge 16A NAME AND TITLE OF CONTRACTI Noello Mills	ING OFFICER (Type or print)
158, CONTRACTOR/OFFERO	₹	SC. DAT	E BIGNED	16B UNITED STATES OF AMERICA	16C DATE SIGNED
Donne Cary	***_ 	02-	11-15	_///with=	-
/C:++++++ +/ +/ +/+++	authorized to sign)	į.	i	Signature of Contracting Offi	NC+1

	1.00		
OCUTIVITATION OUTET	REFERENCE NO OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	EP-C-12-054/0004/005	2	4

### NAME OF OFFEROR OR CONTRACTOR R T I International

MINO.	SUPPLIES/SERVICES	QUANTITY UNIT	UNIT PRICE	AMOUNT
A) .	(B)	,6,, ,1,	E.	(F)
	Incremental Funded Amount changed from			
	(b)(4) tc (b)(4)			
	CHANGES FOR ACCOUNTING CODE:			
	12-13-B-87FP-202BD4X25: 2505: 1387PE3009: 002			
	Amount changed from $(b)(4)$ to $(b)(4)$			
	Delivery Location Code: OW-OWOW-AWPD-NPSB			
	AWPD-NPSB			
	US REA OW OWOW AWPE NPSB			
	1200 PENNSYLVANIA AVE., NW MC-4503-T		1	
	WASHINGTON DC 20460			
	minmorem as govern			
	Payment:			
	RTP Finance Center			
	US Environmental Protection Agency			
	RTP-Finance Center (D143-02)			
	109 TW Alexander Drive			
	Durham NC 27711 FOB: Destination			
	Period of Performance: 09/26/2013 to 09/24/2015			
	All other terms and conditions shall remain			
	unchanged.			
			¢.	
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S.				
			i i	
		]		
			F.	

The following clause is revised by this modification as follows for the Base Period:

#### LOCAL CLAUSES EPA-B-32-101 LIMITATION OF FUNDS NOTICE

- (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of S0 is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 9/24/2014.
- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.

		100	1000	651	_ ,
10	1 12 0000	*******	I Ditto	m of	Funds:
	1 1266	antill	наны	11 01	t unus.

Funding Action Previous Amount	Estimated Cost (b)(4)	Fixed Fee \$0	Total CPFF (b)(4)
This Modification  Total Funded		\$0 \$0	
Total Per Contract Balance Unfunded		\$0 \$0	

The following clause is revised by this modification as follows:

#### LOCAL CLAUSES EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Task Order-Level Contracting Officers Representatives (CORs) for this Task Order are as follows:

Nancy Arazan, TOCOR USEPA Headquarters Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 4503T Washington. DC 20460 Arazan.nancy@epa.gov Phone: 202-566-0815

Lisa Hair, Alt TOCOR USEPA Headquarters Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 4503T

Washington, DC 20460 Hair lisa@epa.gov Phone: 202-566-1043

Contracting Officials responsible for administering this contract are as follows:

Noelle Mills, Contracting Officer USEPA 26 West Martin Luther King Drive Mail Code: NWD1 Cincinnati, OH 45268

Mills.noelle@Epa.gov Phone: 513-487-2171 Katic Rechenberg, Contract Specialist USEPA

26 West Martin Luther King Drive Mail Code: NWD1

Mail Code: NWD1 Cincinnati, OH 45268

rechenberg.kathleen@epa.gov

Phone: 513-487-2853

AMENDMENT OF SOLICITATION/MODIFIC	AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		CONTRACT ID CODE	Р	PAGE OF PAGES		
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	T=			1	9	
006	100 100 100 100 100 100 100 100 100 100		UISITION/PURCHASE REQ. NO.	5. PRO.	JECT NO. (相	f applicablo)	
6. ISSUED BY CODE	See Block 16C		POD-15-00184				
(FOR U.S. MAIL ONLY) US Environmental Protection 26 West Martin Luther King ( Mail Code: NWD) Cincinnati OH 45268	Agency	CPO US : 26 U	MNISTERED BY (If other than itom 6)  Environmental Protection West Martin Luther King L Code: NWD  cinnati OH 45268	n Aqe	cPOD ncy e		
B. NAME AND ADDRESS OF CONTRACTOR (No., street	ul county State and ZIP Code	<b></b>	8 86 -4 Mil-				
R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4)	, county, only the Edge	96.	AMENDMENT OF SOLICITATION NO.  DATED (SEE ITEM 11)				
RESEARCH TRIANGLE PARK NC 27	7092194	00	MODIFICATION OF CONTRACT/ORDER NO -C-12-054	o. ———			
CODE (b)(4)	FACILITY CODE		DATED (SEE ITEM 13)				
(8)(1)	11. THIS ITEM ONLY APPLIES TO		9/26/2013				
THE PLACE DESIGNATED FOR THE RECEIPT OF ( virtue of this amendment you desire to change an offe to the solicitation and this amendment, and is received.	nes of the amendment; (b) by acknowing to the solicitation and amendment num opffers PRIOR TO THE HOUR AND I relready submitted, such change may I prior to the opening hour and date so.	edging rece nbers, FAIL DATE \$PE	ipt of this amendment on each copy of the offe URE OF YOUR ACKNOWLEDGEMENT TO E	er submitte BE RECEI	ed; or (c) By VED AT		
12. ACCOUNTING AND APPROPRIATION DATA (If req	uired)		<del></del>	_			
See Schedule							
13. THIS ITEM ONLY APPLIES TO M	ODIFICATION OF CONTRACTS/ORDE	RS. IT MO	DIFIES THE CONTRACT/ORDER NO. AS DES	CRIBED I	 N ITEM 14.		
			S SET FORTH IN ITEM 14 ARE MADE IN TH				
va e e e e e e e e e e e e e e e e e e e			INISTRATIVE CHANGES (such as changes in FFAR 43,103(b).	paying o	ffice,		
C. THIS SUPPLEMENTAL AGREEMENT X 1552.217-71, 52.232-2	IS ENTERED INTO PURSUANT TO A	AUTHORIT	Y OF:		7.5		
D. OTHER (Specify type of modification a	24 32.232-20, 1352,	Z11-/	3 and 52.243-2				
	and dumonyy					<del>.</del>	
E. IMPORTANT: Contractor L'is not.	x is required to sign this document an	nd return		offico	_		
14. DESCRIPTION OF AMENDMENT/MODIFICATION (DUNS Number: (b)(4)  The purpose of this modificat  1.) Descope Option Period I by	ion is to: 599 hours in accord	ance v	citation/contract subject matter where feasible  Vilh the revised PWS Ti	i.)	crion		
results in a revised CPFF for $\frac{\text{CPFF for }}{\text{Cost: } (b)(4)}$	Option Period I as  Revised	folla	Ows:				
Fee: (b)(4) (b)(4)  CPFF: \$316,646 -\$68,220  C) Exercise Option Period II	(b)(4) (b)(4) \$248,426						
b) Descope the LOE for Option This action results in a revision time.	Period II by 2555 sed CPFF for Option	hours Peric	in accordance with the	revis	sed PW:	5.	
	document reference division of the con-						
except as provided herein, all terms and conditions of the SA. NAME AND TITLE OF SIGNER (Type or print)	occament reletenced in Item 9A or 10/	16A NA	fore changed, remains unchanged and in full for ME_AND TITLE OF CONTRACTING OFFICER	orce and a	effact.	_	
Donna Cooper, Senior Contracting	g Officer		te Mills	x (Type of	pont)		
5B. CONTRACTOR/OFFEROR	15C. DATE SIGNED		TED STATES OF AMERICA		16C. DAT	'E SIGNED	
(Signature of person authorized to sign)	_ 09-21-15	1	Colle Than		14/	21/15	
ISN 7540-01-152-8070	<del></del>		(Signature of Contracting Officer)				

NSN 7540-01-152-8070 Previous edition unusable

STANDARD FORM 30 (REV. 10<sup>1</sup>83) Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SUEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED		
CONTINUATION SHEET	EP-C-12-054/0004/006	2	9

### NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY	A-01 - 1010	UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Original Reduction				
	Revised CPFF				
	Cost: (b)(4)				
	Fee: (b)(4)				
	CPFF: \$331,473 <u>-\$279,93</u> 6 <u>\$51,537</u>				
	4) Shift \$19,703 ( $(b)(4)$ Cost and $(b)(4)$ Fee)				
	from Option Period I to Option Period II				
	5) Change the TOCOR to Lisa Hair and ALT TOCOR to				
	Doug Norton				
	TOCOR: Nancy Arazan Max Expire Date: 12/24/2015				
	LIST OF CHANGES:				
	Reason for Modification : Exercise an Option				
	Period Of Performance End Date changed from				
	24-SEP-15 to 24-SEP-16				
	Maximum Potential Expiration Date changed to :				
	12/24/2015				
	CHANGES FOR LINE ITEM NUMBER: 2				
	Description changed from Option Period 1				
	Provide services in accordance with attached				
	Performance Work Statement entitled, "Healthly				
	Watershed Initiative Support." This task order				
	award is a result of RFP PR-OW-13-00141				
	Lovel of Effort. 2 005				
	Level of Effort: 2,985				
	The government will make provisional fixed fee				
	payments on the basis of percentage of work				
	completed. For CPFF-term-type task orders,				
	percentage of work completed is the ratio of				
	direct labor hours performed to the direct labor				
	hours ordered.				
	to Option Period 1				
	Provide services in accordance with attached				
	Performance Work Statement entitled, "Healthly				
	Watershed Initiative Support." This task order				
	award is a result of RFP PR-OW-13-00141				
	Level of Effort: 2,386				
	The government will make provisional fixed fee				
	payments on the basis of percentage of work				
	Continued				
				ı	

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-C-12-054/0004/006
 3
 9

#### NAME OF OFFEROR OR CONTRACTOR

TEM NO. (A)	SUPPLIES/SERVICES	QUANTITY (C)	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(n)	(E)	(F)
	completed. For CPFF-term-type task orders,				
	percentage of work completed is the ratio of				
	direct labor hours performed to the direct labor				
	hours ordered.				
	Total Amount changed				
	from \$316,646.00 to \$248,426.00 Obligated Amount for this modification:				
	-\$19,703.00 Incremental Funded Amount changed from				
	\$268,128.82 to \$248,425.82				
	7200,120.02 00 9240,423.02				
	CHANGES FOR DELIVERY LOCATION: OW-OWOW-AWPD-NPSB				
	Amount changed from \$316,646.00 to \$248,426.00				
	CHANGES FOR ACCOUNTING CODE:				
	14-15-B-87FP-202BD4X25-2505-1487PE4009-001				
	Amount changed from \$138,128.82 to \$118,425.82				
	Percent changed from 43.62247 to 37.40007				
	CHANGES FOR LINE ITEM NUMBER: 3				
	Description changed from Option Period 2				
	Provide services in accordance with attached				
	Performance Work Statement entitled, "Healthly				
	Watershed Initiative Support." This task order				
	award is a result of RFP PR-OW-13-00141				
	Level of Effort: 2,985				
	The government will make provisional fixed fee				
	payments on the basis of percentage of work				
	completed. For CPFF-term-type task orders,				
	percentage of work completed is the ratio of				
	direct labor hours performed to the direct labor				
	hours ordered.				
	to Option Period 2				
	Provide services in accordance with attached				
	Performance Work Statement entitled, "Healthly				
	Watershed Initiative Support." This task order				
	award is a result of RFP PR-OW-13-00141				
	Level of Effort: 430				
	The government will make provisional fixed fee				
	payments on the basis of percentage of work				
	completed. For CPFF-term-type task orders,				
	percentage of work completed is the ratio of				
	direct labor hours performed to the direct labor				
	hours ordered.				
	Total Amount changed				
	from \$331,473.00 to \$51,537.00				
	Continued				

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-C-12-054/0004/006
 4
 9

#### NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY	PAGE SEC	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Obligated Amount for this modification: \$19,703.00		М		
	Incremental Funded Amount changed from \$0.00 to				
	\$19,703.00				
	End Date changed from 24-SEP-16 to 24-DEC-15				
	Exercised option				
	NEW DELIVERY LOCATION RECORD:				
	Quantity: 0				
	Amount: \$51,537.00				
	Days after award: Unassigned				
	Shipping Address:				
	AWPD-NPSB				
	US EPA-OW-OWOW-AWPD-NPSB				
	1200 PENNSYLVANIA AVE., NW				
	MC-4503-T				
	WASHINGTON DC 20460				
	Wishington be 20400				
	Mark For Address:				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	14-15-B-87FP-202BD4X25-2505-1487PE4009-001				
	Beginning FiscalYear 14				
	Ending Fiscal Year 15				
	Fund (Appropriation) B				
	Budget Organization 87FP				
	Program (PRC) 202BD4X25				
	Budget (BOC) 2505				
	Job # (Site/Project)				
	Cost Organization				
	DCN-LineID 1487PE4009-001				
	Quantity: 0				
	Amount: \$19,703.00				
	Percent: 38.23079				
	Subject To Funding: N				
	Payment Address:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	Delivery Location Code: OW-OWOW-AWPD-NPSB				
	AWPD-NPSB				
	US EPA-OW-OWOW-AWPD-NPSB				
	1200 PENNSYLVANIA AVE., NW				
	MC-4503-T				
	WASHINGTON DC 20460				
	Continued				
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CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED					
	EP-C-12-054/0004/006	5	9			

NAME OF OFFEROR OR CONTRACTOR

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Payment:	1			
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 09/26/2013 to 12/24/2015				
	In consideration of the modification agreed to				
	herein as complete equitable adjustments for the				
	Contractor's proposal dated August 25, 2015, the				
	Contractor hereby releases the Government from				
	any and all liability under this contract for				
	further equitable adjustments attributable to				
	such facts or circumstances giving rise to the				
	proposal. All other terms and conditions shall	1			
	remain unchanged.	1			
	Temath unchanged.	1			
		1			
		1			
		1			
		1			
		1			
		1			
		1			
		1			
		1			
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		1			
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		1			
	I	1	1		

#### Section B - Supplies or Services/Prices was revised as follows.

1 - Clauses was revised as follows.

Summary of Clause Changes:

Clause, 1552.211-73, is incorporated as follows:

#### OPTION PERIOD I:

### Local Clauses 1552.211-73 LEVEL OF EFFORT - COST REIMBURSEMENT TERM CONTRACT (APR 1984) DEVIATION (AUG 1985)

- (a) The Contractor shall perform all work and provide all required reports within the level of effort specified below. The Government will order 2,386 direct labor hours for the OPTION PERIOD I which represents the Government's best estimate of the level of effort required to fulfill these requirements.
- (b) Direct labor includes personnel such as engineers, scientists, draftsmen, technicians, statisticians, and programmers and not support personnel such as company management, typists, and key punch operators even though such support personnel are normally treated as direct labor by the Contractor. The level of effort specified in paragraph (a) includes Contractor, subcontractor, and consultant labor hours.
- (c) Under any circumstances, if the Government orders or the Contractor provides less than 90 percent of the level of effort specified for the base period or any optional period exercised, an equitable downward adjustment of the fixed fee, if any, for that period will be made. The Government may require the Contractor to provide additional effort up to 110 percent of the level of effort for any period until the estimated cost for that period has been reached. However, this additional effort shall not result in any increase in the fixed fee, if any. If this is a cost-plus-incentive-fee (CPIF) contract, the term "fee" in this paragraph means "base fee and incentive fee." If this is a cost-plus-award-fee (CPAF) contract, the term "fee" in this paragraph means "base fee and award fee."
- (d) If the level of effort specified to be ordered during a given base or option period is not ordered during that period, that level of effort may not be accumulated and ordered during a subsequent period.
- (e) These terms and conditions do not supersede the requirements of either the "Limitation of Cost" or "Limitation of Funds" clauses.

(end of clause)

Clause, 1552.211-73, is incorporated as follows:

#### **OPTION PERIOD II:**

### Local Clauses 1552.211-73 LEVEL OF EFFORT - COST REIMBURSEMENT TERM CONTRACT (APR 1984) DEVIATION (AUG 1985)

- (a) The Contractor shall perform all work and provide all required reports within the level of effort specified below. The Government will order **430** direct labor hours for the OPTION PERIOD II which represents the Government's best estimate of the level of effort required to fulfill these requirements.
- (b) Direct labor includes personnel such as engineers, scientists, draftsmen, technicians, statisticians, and programmers and not support personnel such as company management, typists, and key punch operators

even though such support personnel are normally treated as direct labor by the Contractor. The level of effort specified in paragraph (a) includes Contractor, subcontractor, and consultant labor hours.

- (c) Under any circumstances, if the Government orders or the Contractor provides less than 90 percent of the level of effort specified for the base period or any optional period exercised, an equitable downward adjustment of the fixed fee, if any, for that period will be made. The Government may require the Contractor to provide additional effort up to 110 percent of the level of effort for any period until the estimated cost for that period has been reached. However, this additional effort shall not result in any increase in the fixed fee, if any. If this is a cost-plus-incentive-fee (CPIF) contract, the term "fee" in this paragraph means "base fee and incentive fee." If this is a cost-plus-award-fee (CPAF) contract, the term "fee" in this paragraph means "base fee and award fee."
- (d) If the level of effort specified to be ordered during a given base or option period is not ordered during that period, that level of effort may not be accumulated and ordered during a subsequent period.
- (e) These terms and conditions do not supersede the requirements of either the "Limitation of Cost" or "Limitation of Funds" clauses.

(end of clause)

Clause, EPA-B-16-102, is incorporated as follows:

#### **OPTION PERIOD I:**

#### Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

(a) The estimated	cost of this	task order i	s (b)(4)

(b) The fixed fee is (b)(4)

(c) The total estimated cost and fixed fee is \$248,426.

Clause, EPA-B-16-102, is incorporated as follows:

#### **OPTION PERIOD II:**

#### Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

(a) The estimated cost of this task order is (b)(4)

(b) The fixed fee is (b)(4)

(c) The total estimated cost and fixed fee is \$51,537.

Clause, EPA-B-32-101, is incorporated as follows:

#### **OPTION PERIOD I:**

#### Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

(a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of

fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 9/24/2015.

- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.
- (c) Recapitulation of Funds

#### Option Period I (09/25/2014 to 09/24/2015)

	Estimated Cost	,	Fixed Fee	<b>Cost Plus Fixed Fee</b>
Modification 2	\$ (b)(4)	\$	(b)(4)	\$ 138,128.82
Modification 4	\$	\$		\$ 130,000.00
Modification 6	\$	\$		\$ (19,703.00)
Total Funded				\$248,246.00
Total Task Order			,	\$248,246.00
Balance Unfunded	\$0.00		\$0.00	\$0.00

Clause, EPA-B-32-101, is incorporated as follows:

#### Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

- (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 10/29/2015.
- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.
- (c) Recapitulation of Funds

#### Option Period II (09/25/2015 to 12/24/2015)

	Estimated	Cost	Fixed Fee	:	Cost Plus Fixed Fee
Modification 6	\$ (b)(4)	\$	(b)(4)	\$	19,703.00
			9 5 5		
T-4-1F 1-1					¢10.702.00
Total Funded					\$19,703.00
Total Task Order					\$51,537.00
Balance Unfunded					\$31,834.00
				╛	

Section F - Deliveries or Performance was revised as follows.

1 - Clauses was revised as follows.

Summary of Clause Changes:

Clause, EPA-F-12-101, is incorporated as follows:

#### **Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE**

The period of performance of this task order shall be from 9/26/2013 through 12/24/2015 inclusive of all required reports.

#### Section G - Contract Administration Data was revised as follows.

1 - Clauses was revised as follows.

Summary of Clause Changes:

Clause, EPA-G-42-101, is incorporated as follows:

#### Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Task Order-Level Contracting Officers Representatives (CORs)/Project Officers for this task order are as follows:

TOCOR: Lisa Hair USEPA Headquarters Ariel Rios Building1200 Pennsylvania Avenue, N. W Mail Code: 4503TWashington, DC 20460 <a href="mailto:Hair.lisa@epa.gov">Hair.lisa@epa.gov</a> Phone: 202-566-1043

ATL TOCOR: Douglas Norton USEPA Headquarters William Jefferson Clinton Building1200 Pennsylvania Avenue, N. W. Mail Code: 4503TWashington, DC 20460 norton.douglas@epa.gov Phone: 202-566-1221

AMENDMENT OF SOLICITATION/MODIFIC	CATION OF CONTRACT		1. CONTRACT ID CODE	P		PAGES	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. RE	QUISITION/PURCHASE REQ. NO.		1 JECT NO	. (If applicable)	
007	See Block 16C		OW-15-00259				
6. ISSUED BY CODE		7. AL	OMINISTERED BY (if other than Item 6)	CODE	CPOD		
(FOR U.S. MAIL ONLY) US Environmental Protection 26 West Martin Luther King Mail Code: NWD Cincinnati OH 45268	US 26 Mai	CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268					
8. NAME AND ADDRESS OF CONTRACTOR (No., size	et, county, State and ZIP Code)	(x) 9	A. AMENDMENT OF SOLICITATION NO.		_		
R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NC 27	7092194	× 10	B. DATED (SEE ITEM 11)  OA. MODIFICATION OF CONTRACT/ORDS  OP-C-12-054  OO 4  OB. DATED (SEE ITEM 13)	ER NO.			
CODE (h)(1)	FACILITY CODE		09/26/2013				
code (b)(4)	11. THIS ITEM ONLY APPLIES TO						
Offers must acknowledge receipt of this amendment Items 8 and 15, and returning consequence of the separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change and to the solicitation and this amendment, and is received.  12. ACCOUNTING AND APPROPRIATION DATA (If no	opies of the amendment; (b) By acknown to the solicitation and amendment nut offers PRIOR TO THE HOUR AND fer already submitted, such change maked prior to the opening hour and date specific to the opening hour and date sp	wledging re umbers. Fi DIDATE SI by be made pecified.	oceipt of this amendment on each copy of the FAILURE OF YOUR ACKNOWLEDGEMENT PECIFIED MAY RESULT IN REJECTION C	ne affer submit I TO BE RECI OF YOUR OFF	tted; or (d EIVED A ER. If by akes refe	s) Ву Г /	
See Schedule	N	et in	crease:	\$21,03	4.00		
ORDER NO. IN ITEM 10A.	ACT/ORDER IS MODIFIED TO REFLEI TH IN ITEM 14, PURSUANT TO THE A	CT THE A	NGES SET FORTH IN ITEM 14 ARE MADE  ADMINISTRATIVE CHANGES (such as chair of FAR 43.103(b).	N-			
D. OTHER (Specify type of modification  X FAR 52.232-20 Limit							
E. IMPORTANT: Contractor  is not,	is required to sign this document	and return	n copies to the is	suing office.			
14. DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: (b)(4) The purpose of this modification: Nancy Arazan Max Exp. LIST OF CHANGES: Reason for Modification: For	N (Organized by UCF section headings ation is to fully fuire Date: 12/24/2015	s, <i>including</i> und Oj	g solicitation/contract subject matter where t	leasible.)			
Obligated Amount for this Money Total Obligated Amount			.39				
CHANGES FOR LINE ITEM NUMBER Obligated Amount for this man Continued	R: 3						
Except as provided herein, all terms and conditions of	the document referenced in Item 9A or						
15A. NAME AND TITLE OF SIGNER (Type or print)			A NAME AND TITLE OF CONTRACTING O	OFFICER (Typ	oe or prin	J.	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED		, UNITED STATES OF AMERICA Thelle Mills	ELECTRO SIGNATI	NIC	C. DATE SIGNED	
(Signature of person authorized to sign)	<del></del>	- I	(Signature of Contracting Officer)			)9/23/2015	
NON 2540 D4 450 0070		U 3	2-30	STANDAR	D FORM	30 (REV. 10-83)	

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED					
	EP-C-12-054/0004/007	2	3			

### NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	SULPS TO SERVE	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Incremental Funded Amount changed from \$19,703.00				
	to \$51,537.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	15-16-B-87FP-202BD4X25-2505-1587PE5012-001				
	Beginning FiscalYear 15				
	Ending Fiscal Year 16				
	Fund (Appropriation) B				
	Budget Organization 87FP				
	Program (PRC) 202BD4X25				
	Budget (BOC) 2505				
	Job # (Site/Project)				
	Cost Organization				
	DCN-LineID 1587PE5012-001				
	Quantity: 0				
	Amount: \$31,834.00				
	Percent: 0				
	Subject To Funding: N				
	Payment Address:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	Delivery Location Code: OW-OWOW-AWPD-NPSB				
	AWPD-NPSB				
	US EPA-OW-OWOW-AWPD-NPSB				
	1200 PENNSYLVANIA AVE., NW				
	MC-4503-T				
	WASHINGTON DC 20460				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 09/26/2013 to 12/24/2015				
	All other terms and conditions shall remain				
	unchanged				
		I	ıl		

#### Section B - Supplies or Services/Prices was revised as follows.

1 - Clauses was revised as follows.

Summary of Clause Changes:

Clause, EPA-B-32-101, is incorporated as follows:

#### **OPTION PERIOD II:**

#### Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

- (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 12/24/2015.
- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.
- (c) Recapitulation of Funds

#### Option Period II (09/25/2015 to 12/24/2015)

	Estimated Cost	Fixed Fee	Cost Plus Fixed Fee
Modification 6	\$ (b)(4)	(b)(4)	19,703.00
Modification 7	\$ (-)(-)		31,834.00
Total Funded			\$51,537.00
Total Task Order			\$51,537.00
Balance Unfunded			\$0.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT					1. CONTRACT ID CODE	PAG	E OF PAGES		
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. REQ	LUISITION/PURCHASE REQ. NO.	5. PROJEC	- 30 CT NO. (If applicable)		
008		See Bloo	ck 16C						
6. ISSUED BY	COL			7. ADN	MINISTERED BY (If other than Item 6)	CODE C	POD		
(FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268				CPOD  US Environmental Protection Agency 26 West Martin Luther King Drive  Mail Code: NWD  Cincinnati OH 45268					
8. NAME AND	ADDRESS OF CONTRACTOR (No., s	treet, county, State and	I ZIP Code) (	(x) 9A.	AMENDMENT OF SOLICITATION NO.				
Attn: DE PO BOX 1 <b>(b)(4)</b>	nternational EBORAH ELLISON 12194 H TRIANGLE PARK NC 2	77092194	-	., 104	DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER  -C-12-054	NO.			
					004				
CODE (h)	1/4)	FACILITY COL	DF.	4.00	3. DATED (SEE ITEM 13)				
(D)	)(4)				9/26/2013				
THE PLACE virtue of this to the solicit	E DESIGNATED FOR THE RECEIPT ( s amendment you desire to change an  tation and this amendment, and is rece TING AND APPROPRIATION DATA (#	OF OFFERS PRIOR offer already submit ived prior to the open irrequired)	TO THE HOUR AND DA ted, such change may be ening hour and date specif	TE SPE made t ied.	LURE OF YOUR ACKNOWLEDGEMENT TO CONTROL OF YOUR ACKNOWLEDGEMENT TO CONTROL OF YOU SHEET THE CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO. AS DESCRIPTION OF YOUR ACKNOWLEDGEMENT TO CONTRACT/ORDER NO.	OUR OFFER or letter make	. If by s reference		
CHECK ONE	A. THIS CHANGE ORDER IS ISSUE ORDER NO. IN ITEM 10A.	ED PURSUANT TO:	(Specify authority) THE (	CHANG	ES SET FORTH IN ITEM 14 ARE MADE IN	THE CONTRA	ACT		
	B. THE ABOVE NUMBERED CONTI appropriation date, etc.) SET FOI C. THIS SUPPLEMENTAL AGREEM				MINISTRATIVE CHANGES (such as change OF FAR 43.103(b). TY OF:	s in paying off	îce,		
	D. OTHER (Specify type of modificat	ion and authority)							
X	FAR 243-1, Changes	- Fixed P	rice and cont	rac	tor's email dated Nove	mber 18	, 2015		
E. IMPORTAN	IT: Contractor X is not	, 🗌 is required t	to sign this document and	return	copies to the issuit	ng office.			
DUNS Nur TOCOR: 1	PTION OF AMENDMENT/MODIFICATION TO THE MEDICATION  pire Date:	05/24/2016		olicitation/contract subject matter where feas	ible.)				
1. To 6	extend the Period O:	E Performa th the PWS	nce End Date , attached, a	for it no	wing contractual change Option Period 2 from 2 D additional cost to th	24-DEC-			
CHANGES Continu		ER: 3	-			full four '	off out		
	ovided herein, all terms and conditions of ND TITLE OF SIGNER ( <i>Type or print</i> )	irie aocument refe	erericea in item 9A or 10A,	10A, as heretofore changed, remains unchanged and in full force and effect.  16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)  Sandra Stargardt-Licis					
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16B. (	JNITED STATES OF AMERICA	LECTAONIC SIGNATURE			
-	(Signature of person authorized to sign)				(Signature of Contracting Officer)		11/20/2015		

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED					
	EP-C-12-054/0004/008	2	30			

NAME OF OFFEROR OR CONTRACTOR

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	End Date changed from 24-DEC-15 to 24-MAY-16				
	Delivery Location Code: OW-OWOW-AWPD-NPSB				
	AWPD-NPSB				
	US EPA-OW-OWOW-AWPD-NPSB				
	1200 PENNSYLVANIA AVE., NW				
	MC-4503-T				
	WASHINGTON DC 20460				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts Durham NC 27711				
	FOB: Destination				
	Period of Performance: 09/26/2013 to 05/24/2016				
	In consideration of the modification agreed to				
	herein as complete equitable adjustments for the				
	changes agreed upon by the contractor in the				
	email dated November 18, 2015, the Contractor hereby releases the Government from any and all				
	liability under this contract for further				
	equitable adjustments attributable to such facts				
	or circumstances giving rise to the Performance				
	Work Statement changes included in this				
	modification. All other terms and conditions				
	shall remain unchanged.				
		1	Ιİ		

# PERFORMANCE WORK STATEMENT TSAWP Multiple-Award Contracts EP-C-12-054 TASK ORDER 4

#### **Healthy Watersheds Program Support**

#### **BACKGROUND:**

U.S. EPA, in partnership with others, launched the Healthy Watersheds Program (HWP) to protect and maintain healthy watersheds having natural, intact aquatic ecosystems; prevent them from becoming impaired; and accelerate restoration successes. This Program is being implemented by promoting a strategic, large scale systems approach to identify and protect healthy watersheds based on integrated assessments of aquatic habitat, biotic communities, chemistry, and watershed processes such as hydrology, fluviogeomorphology, and natural disturbance regimes. The purpose of this Task Order is to provide support to the Healthy Watershed Program (HWP) including web site updates, newsletter, and managing online forum and webinars; identifying healthy watersheds through integrated assessments; assessments of healthy watershed components; development of healthy watershed protection programs, strategies and projects; and integration of healthy watershed identification and protection into EPA programs. The contractor shall provide HWP support to EPA for specific projects in the Base Period and in each Option Period, as described in the Tasks below. All deliverables must be in an electronic format supported by EPA.

#### TASK 1: Quality Management Plan, QAPP and progress reports

A Task Order kick-off call or meeting will be held within 15 days of the issuance of the Task Order. The Task Order will be reviewed and the QAPP will be discussed and reviewed.

The contractor shall adhere to the Quality Management Plan (QMP) customized for and incorporated into this contract in performing the scope of requested services in this task order. EPA expects the contractor's Cost and Technical Proposals will fully account for the completion of all Quality Assurance (QA)-related tasks, reviews, and reporting, including those described in the Contract QMP and the project Quality Assurance Project Plan (QAPP).

This Task Order involves the use of existing data, website page development, geospatial data, and modeling. Accordingly, EPA policy requires that an *approved* QAPP be in place before any work begins that involves the collection, generation, evaluation, analysis or use of environmental data. The contractor shall adhere to an existing Quality Assurance Project Plan (QAPP) completed under a previous HWI contractor assignment that comprehensively and

adequately addresses all the elements of this Task Order, and that QAPP¹. The contractor shall update the attached QAPP to reflect current project status, PWS requirements and project organization. That QAPP will be provided to the contractor that is awarded this Task Order by EPA. For any updating of the QAPP, the contractor shall follow the applicable QAPP requirements as provided in *EPA Requirements for Quality Assurance Project Plans: EPA QA/R-5* (http://www.epa.gov/quality/qs-docs/r5-final.pdf), and *Guidance for Quality Assurance Project Plans(QA/G-5)*, EPA/600/R-98/018, (http://www.epa.gov/quality/qapps.html), as well as other guidance relevant to this Task Order, that can be found at http://www.epa.gov/quality/qapps.html. All QA documentation prepared under this Task Order shall be considered non-proprietary, and shall be made available to the public upon request.

The contractor shall immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action. If notification is by phone call, the contractor shall follow up with email notification within 5 days.

The contractor also shall provide EPA with monthly reports of QA-related activities performed during implementation of this Task Order. These monthly QA reports shall identify QA activities performed to support implementation of this Task Order, problems encountered, proposed solutions, and corrective actions taken. The contractor may include this as a part of the contract-required monthly financial/technical progress report.

Existing QAPPs shall require updates if changes that affect QA protocols in the QAPP have occurred. Contractor QMPs are periodically revised which may or may not affect an existing QAPP from an earlier year. Ongoing usage of QAPPs under this Task Order also can reveal the need for any updates. The contractor shall review the existing QAPP, check for necessary revisions based on the factors above, and report in writing to the TOCOR on the necessity of any updates or modifications within 10-15 business days. The contractor also shall notify the EPA TOCOR at any time during the Task Order if changes to the QAPP are warranted (e.g., due to organizational changes, revised technical approaches). If, during the Period of Performance of this Task Order, the EPA TOCOR determines revisions to the QAPP are necessary, the contractor shall submit a revised QAPP in track changes version of MS Word, and shall include a version history page that summarizes changes made, within 10-15 business days after receiving written technical direction to do so. The Contractor also shall provide EPA with copies of any modified SOPs or checklists to be attached to the QAPP. The contractor shall provide a revised QAPP, then a final that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft.

<sup>&</sup>lt;sup>1</sup> Filename HWI Support Final QAPP.PDF: "Healthy Watersheds Initiative Support Quality Assurance Project Plan" Task Order No. 31, Contract EP-C-08-002, June 25, 2012. (18 pp)(redacted copy attached).

No work on the task order shall proceed (on any environmental data collection, analysis, or modeling tasks) until any changes are reflected in the QAPP, and have been approved by the EPA QA Officer.

#### Reporting Requirements:

- a. The contractor shall include a QA/QC section within each major deliverable (as specified above)
- b. The contractor shall provide monthly reports of QA activities performed during implementation of this task order (as specified above).

#### **Progress Reports:**

In addition to the brief monthly reports required by the contract, the contractor shall also transmit to the EPA TOCOR a brief, emailed progress report twice an option year. These reports are due no less than 60 days before the halfway point, and 60 days before the end, of the Task's current option year. This report shall summarize the status of all HWP Support activities and related funding under this Task up to the report date, and estimate the projected activities and related funding that is expected to be used in the ensuing 60-day period.

#### TASK 2: HWP COMMUNICATIONS SUPPORT

The Contractor shall update the web site, <a href="www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a> no more than 10 times per Base Period or Option Period year under the direction of the EPA TOCOR and in Drupal that can be reviewed and approved by the EPA TOCOR and then transferred to the EPA web group with an EPA request for website modification. This shall include adding new examples, literature to the searchable reference library, healthy watersheds home page featured program or project, \*Healthy Watersheds News\* issues\* (see below)\*, healthy watersheds pilot project descriptions and updates, stories in the news, links to related federal programs, national map with links to projects, HWP publications, and new EPA regional contacts. New material for the website shall not exceed 20 pages and 50 examples, stories, literature, home page featured program or project, pilot projects, national map updates, links to related federal and regional or local programs, stories in the news, HWP publications, \*Healthy Watersheds News\* issues, and new EPA regional contacts per Base Period or Option Period year. The Contractor shall use the existing QAPP for the web site updates.

The Contractor shall, with input on content from the TOCOR, develop no more than 4 issues per Base Period or Option Period year of *Healthy Watersheds News*. This shall include layout and writing articles in a format that is comparable to recent past issues (posted online at <a href="https://www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a>. The *Healthy Watersheds News* issues shall not exceed 6 pages per issue.

The Contractor shall manage the Healthy Watersheds Program Online Forum, hwi\_Info. This shall include adding posts, monitoring the discussion, approving new members, and enforcing

the rules of the forum.

The Contractor shall provide support, under the direction of the EPA TOCOR, in setting-up and managing no more than 4 HWP webinars per Base Period or Option Period year.

New material for the website shall not exceed 10 pages and 15 examples; 3 issues of *Healthy Watersheds News*; and 2 HWP webinars.

For Option Period 1, the Contractor shall develop a Healthy Watersheds Program Methodologies Document. This will be a process document that describes how the previous watershed and statewide assessments have been conducted, including such things as: how stakeholders were convened, conducting webinars to vet results along the way, the goal and logistics of in person meetings with the Contractor, the TOCOR, and the local technical team, etc.

For Option Period 2, the Contractor shall develop a Healthy Watersheds Program (HWP) Accomplishments Report. The HWP Accomplishments Report would capture program accomplishments from 2012 through the present, and would include the Tennessee state assessment. The report would include summaries of the projects: what we did, who was involved, outcomes/impacts/uses of work; and other accomplishments like the Chesapeake Watershed Agreement HW goal, etc). The Contractor shall contact project team leads to learn if there are any updates on how the HWP deliverable is being utilized. This updated information would be included in the Accomplishments Report. The TOCOR will provide the Contractor with contact information for the various project team leads. Some graphics may be developed to include in the Accomplishments Report, to summarize HWP efforts; however, it is anticipated that most information will be synthesized from existing deliverables along with some updated information from the project team leads.

### TASK 3: SUPPORT THE DEVELOPMENT OF STATE AND OTHER INTEGRATED HEALTHY WATERSHEDS ASSESSMENTS

Under the direction of the TOCOR, the Contractor shall develop integrated healthy watersheds assessments using existing data and assessments following the assessment framework in Chapter 4 of the *Identifying and Protecting Healthy Watersheds Concepts, Assessments, and Management Approaches* found on <a href="www.epa.gov/healthywatersheds">www.epa.gov/healthywatersheds</a>. This shall include for each assessment the delivery of an assessment report and geodatabase of the assessment results. The report shall include an executive summary, introduction, methods overview, results and analysis including synthesis of watershed condition and vulnerability assessments, next steps and applications, references, any appendices, and maps and graphics. The reports shall include pictures and/or graphics on cover pages suitable for posting on the Healthy Watersheds web site. The overall steps in an integrated healthy watersheds assessment include, but are not limited to:

- 1. Organizing conference calls with assessment team (no more frequent than monthly) to discuss the steps below and provide call summaries
- 2. Identify, collect, and review existing data for 6 healthy watershed assessment framework ecological attributes and vulnerability indicators (e.g. future climate, land, and water use change) and create geodatabase
- 3. Develop draft technical approach
- 4. Conduct meeting with assessment team to decide on indicators, analysis unit (e.g. Hydrologic Unit Code or catchment), uses of the assessment, and overall technical approach, and provide summary of the meeting
- 5. Complete data collection for any new indicators and final draft technical approach
- 6. Circulate final draft of technical approach to assessment team for review and finalize
- 7. Analyze data, develop indicators for the 6 ecological attributes and vulnerability assessment, and develop landscape statistical or other models or statistical approaches to assess all watersheds or catchments and draft assessment report
- 8. Convene conference call of assessment team to discuss draft results and decide on index approach and/or thresholds, map output format, and associated graphics for displaying the results
- 9. Calculate index and develop graphics displaying results. Convene conference call of assessment team to review and finalize results and graphics and uses of the assessment
- 10. Complete draft assessment report and circulate to the assessment team for its review, and
- 11. Finalize report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)

The Contractor shall develop integrated healthy watersheds assessments in no more than 2 states, no more than 1 National Estuary Program, no more than 1 Tribe, and/or no more than 2 geographic areas such as watersheds and ecoregions per Base Period or Option Period year.

For the Base Period, the Clinch-Powell Watersheds assessment will be initiated and 1 other state assessment is projected.

For Option Period 1, the Clinch-Powell Watersheds assessment shall be completed, along with two fact sheets related to the Clinch-Powell Watersheds assessment. The first fact sheet shall address Project Description and Findings, and the purpose will be to describe the Healthy Watershed Assessment methodology and results, and focus on the components of a healthy watershed. The second fact sheet shall address Project Implications, with the purpose to inform the interested audience on what actions can contribute to healthy watersheds, and the economic and social benefits from protection and restoration of healthy watersheds.

#### Clinch-Powell Assessment (Clinch-Powell Clean Rivers Initiative)

The Contractor shall evaluate the draft assessment report including preliminary results (attached), review data collected so far in the geodatabase and associated data analysis tables (attached link), review comments on the assessment (attached), review the

summary of July 23, 2013 Call (attached), and propose a revised assessment technical approach. The Contractor shall convene conference calls of assessment team to discuss and decide on a new assessment approach. The Contractor shall collect any additional existing data. The Contractor shall convene conference calls of assessment team to discuss new indicators, results of the analysis, index approach and/or thresholds, combined output of watershed health and/or vulnerability assessments, next steps and applications, map format for displaying the results, and report graphics. The Contractor shall calculate indices and develop graphics displaying results. The Contractor shall complete draft and draft final reports and circulate them to the assessment team for its review. The Contractor shall finalize report and geodatabase.

For Option Period 2, the Tennessee state assessment will be completed.

## TASK 4: SUPPORT OF THE DEVELOPMENT OF HEALTHY WATERSHEDS COMPONENT ASSESSMENTS

Under direction of the TOCOR, the Contractor shall develop additional healthy watersheds component assessments to include assessments of green infrastructure, landscape condition, habitat, geomorphology, hydrology, water quality, and biological condition in no more than 2 states, 1 Tribe, 1 National Estuary Program, and/ or 2 geographic areas such as watersheds and ecoregions per Base Period or Option Period year. These assessments shall be similar to those in Chapters 2 and 3 of the EPA technical document, *Identifying and Protecting Healthy Watersheds Concepts, Assessments, and Management* Approaches found on www.epa.gov/healthywatersheds and consistent with the state of the science. The reports shall include pictures and/or graphics on cover pages suitable for posting on the Healthy Watersheds web site. The Contractor shall develop a project plan and schedule for each assessment prior to initiating work.

For the Base Period, the Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds project shall be completed and no other projects are being planned.

For Option Period 1, the Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds project shall be completed.

Montana Prairie Wetlands and Intermittent/Ephemeral Streams: Hydrologic Needs Assessment for Healthy Watersheds (Montana Department of Environmental Quality)

The Contractor shall review and evaluate the Literature Review (attached) and draft Technical Approach for Developing Testable Hypotheses and Precautionary Limits of Hydrologic Alteration (attached). The Contractor shall convene conference calls with the Montana technical team to develop testable hypotheses that describe how select species, communities, and processes respond to hydrologic changes during various

months and seasons for prairie wetlands in eastern Montana. Each hypothesis will explicitly state who (species or guild) is affected by what (component of flow), when (months or season), where (habitat, such prairie wetlands), and how (hypothesized ecological response). The Contractor shall work the Montana technical team to quantify precautionary limits on hydrologic alteration. The Contractor shall produce draft and final reports with the literature summary and hydrologic needs assessment that is 508 compliant for posting on the Healthy Watersheds web site.

For Option Period 2, no other projects are being planned.

# TASK 5: SUPPORT DEVELOPMENT OF HEALTHY WATERSHEDS PROTECTION PROGRAMS, STRATEGIES, AND PROJECTS

Under direction of the TOCOR, the Contractor shall assist in the development of healthy watersheds programs, strategies, and projects in no more than 3 states, no more than 3 Tribes, no more than 3 National Estuary Programs, and/or no more than 3 watersheds per Base Period or Option Period year. The Contractor shall develop a project plan and schedule for each program development project except for logistical support. Program support shall include: providing logistical support for conference calls, i.e., note taking, facilitation, summary; facilitating workshops; preparing written synthesis of information on healthy watersheds assessments and protection programs; supporting the development of state or tribal healthy watersheds strategies; and implementation of watershed level healthy watersheds protection projects. The Contractor shall produce a fact sheet and report on healthy watersheds implementation outlining a strategic approach to protecting healthy watersheds including the importance of a large scale systems approach, role of integrated assessments in identifying healthy watersheds, development of healthy watersheds state strategies, role of collaboration across organizations, and examples of healthy watershed protection actions and projects. Reports and fact sheet shall include pictures and/or graphics suitable for posting on the Healthy Watersheds web site.

For the Base Period, the Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed project shall be completed and three national HWI pilot projects are being planned. The pilot projects will commence in the Base Period and carry over into Option Period 1.

For Option Period I, the Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed project shall be completed.

#### Protecting Aquatic Ecosystem Resilience in the Massachusetts' Taunton River Watershed

The Contractor shall review the Protecting Resiliency in Massachusetts' Taunton River Watershed 4/26/13 draft report (attached), Consolidated Comments from EPA Region 1 (attached), and Revised Table of Contents for the Draft Report (attached). The Contractor shall discuss next steps with the EPA TOCOR and the Taunton Watershed

Project Team and propose a final report outline. The Contractor shall develop a revised draft report based on the final outline. The Contractor shall incorporate comments on the draft report from the EPA TOCOR and the Taunton Watershed Project Team. The Contractor shall produce a final report. The report shall be 508 compliant for posting on the Healthy Watersheds web site.

For Option Period 2, no other projects are being planned.

#### TASK 6: SUPPORT HWI PROGRAM INTEGRATION

Under direction of the TOCOR, the Contractor shall assist in developing strategies and implementing projects that demonstrate HWI integration into the Wetlands and National Estuary Programs (NEPs), and other EPA programs. Emphasis shall be placed on demonstration projects.

For the Base Period, no activity is expected for this task.

For Option Period 2, no other projects are being planned.

#### **SCHEDULE OF BENCHMARKS AND DELIVERABLES**

Base Period: 12 months			
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE	
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award	
1	1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or  • Recommend revisions.	Within 30 days of TO Award	
1	Immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action	Immediate notification. If notification is by phone call, the contractor shall follow up with email notification within 5 days.	
1	1c. The contractor shall notify the EPA TOCOR at any time during the task order if change to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP	

		that responds to EPA's written
		comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOCOR provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. 5 business days of receipt of EPA's comments on the draft QAPP, the contractor shall submit a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of base year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of base year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	t
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring,	Day 180 – Day 360 of Task year

	approval of new members, and rule	T .
	enforcement	
	2d. Up to 4 HWI webinars per year as specified	40-60 business days after
2	in written technical direction from the EPA	receipt of written technical
	TOCOR	direction
	Integrated Assessments Detailed Deliverable	Manager in Arthropia Committee
	mitegrated , to be some the Detailed Deliverage	Calls: within 21 days of written
	3a. Conference calls & call summaries	technical direction
3		Call summaries: within 5
		business days of written
		technical direction
_	3b. Collect indicator data and place into a	Within 80-100 business days of
3	geodatabase	beginning of each assessment
_		Within 80-100 business days of
3	3c. Draft technical approach	beginning of each assessment
	3d. Conduct meeting with assessment team &	Within 80-100 business days of
3	meeting summary	beginning of each assessment
_	3.e. Complete data collection and final draft	Within 120 business days of
3	technical approach	beginning of each assessment
2	2.f. Final tank wind annual ch	Within 10 business days of
3	3.f. Final technical approach	written technical direction
	3.g. Six ecological attribute indicators analyzed	
3	using statistical models/approaches &	Within 160 business days of
3	vulnerability assessment and draft assessment	beginning of each assessment
	report	
	3.h. Convene conference call to decide on any	Within 10 business days of
3	thresholds, index approach, and display of	written technical direction
	results and call summary	
3	3. i. Call summary on assessment team's review	Within 5 business days of
	of results, graphics, & uses of assessment	written technical direction
3	3.j. Draft assessment report	Within 200 business days of
	•	beginning of each assessment
	3.k. Final assessment report and transfer	
3	geodatabase to EPA and project client (e.g,	Within 200- 280 business days
	state, National Estuary Program, Tribe,	of beginning of each assessment
	watershed group)	
	Conference calls & written call summaries	Calls: within 21 days of written
265		technical direction
ЗСРа.		Call summaries: within 5
		business days of written
	Buriantonialismont	technical direction
3CPb.	Project evaluation and proposed revised	Within 20 business days of
	assessment technical approach	written technical direction

3СРс.	Complete data collection and final draft technical approach	Within 15 business days of written technical direction
3CPd.	Final technical approach report	Within 5 business days of written technical direction
3CPe.	Six ecological attribute indicators analyzed using statistical models/approaches &/or vulnerability assessment and draft assessment report	Within 25 business days of written technical direction
3CPf.	Convene conference call to decide on any thresholds, index approach, and display of results and written call summary	Within 10 business days of written technical direction
3CPg.	Written call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
ЗСРј.	Draft assessment report	Within 20 business days of written technical direction
3CPk.	Final assessment report and transfer geodatabase to EPA and project client	Within 15 business days of written technical direction
	Healthy Watersheds Component Ass	essments
4	4a. Project plan and schedule	Within 5 days of beginning of each project
4	4b. Conference calls and call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
4.MTa.	4.MTa. Review and evaluate the Literature Review and draft Technical Approach for Developing Testable Hypotheses and Precautionary Limits of Hydrologic Alteration	Within 5 business days of written technical direction
4.MTb.	Conference calls and call summaries	Calls: within 15 days of written technical direction Call summaries: within 5 business days of written technical direction
4.MTc.	Draft Testable Hypotheses and precautionary limits of hydrologic alteration	Within 10 business days of written technical direction

	Final Task-bladden and an action and	Milhia 10 hadaa ahaa af		
4.MTd.	Final Testable Hypotheses and precautionary	Within 10 business days of		
	limits of hydrologic alteration	written technical direction		
4.MTe.	Draft final report with the literature summary	Within 15 business days of		
PHS	and hydrologic needs assessment	written technical direction		
4.MTf.	Final report with the literature summary and	Within 10 business days of		
74141114	hydrologic needs assessment	written technical direction		
	Healthy Watersheds Protection Programs, Stra	tegies, and Projects		
5	5a. Project plan and schedule	Within 5 days of beginning of		
	3a. 1 Toject plan and schedule	each project		
		Calls: within 21 days of written		
	Eh Conformes call and workshop logistical	technical direction		
5	5b. Conference call and workshop logistical	Workshop: Within 5 business		
	support, facilitation, and summary	days of written technical		
		direction		
F	5- Dueft was and	Within 7 business days of		
5	5c. Draft report	written technical direction		
_	F. 1. F	Within 10 business days of		
5	5d. Final report	written technical direction		
=	5e. Draft fact sheet and report on healthy	Within 7 business days of		
5	watersheds implementation	written technical direction		
_	5 f. Final fact sheet and report on healthy	Within 10 business days of		
5	watersheds implementation	written technical direction		
		Within 5 business days of		
5.Ta.	Discuss next steps on the project	project initiation		
		Calls: within 15 days of written		
	Conference calls and call summaries	technical direction		
5.Tb.		Call summaries: within 5		
		business days of written		
		technical direction		
		Within 5 business days of		
5.Tc.	Final report outline	project initiation		
		Within 20 business days of		
5.Td.	5.Td. Draft report	written technical direction		
		Within 10 business days of		
5.Te.	Final report	written technical direction		
SUPPORT HWI PROGRAM INTEGRATION				
P		Within 5 business days of		
6	6a. Meeting summaries	written technical direction		
101	6b. Program integration project plan and	Within 10 business days of		
6	schedule	written technical direction		
	6c. Draft and final program integration	Within 10 business days of		
6	strategies	written technical direction		
6	6d. Draft and final project reports	Within 10 business days of		
U	od. Drait and imal project reports	ANTITUTE DASILIESS MAYS OF		

		written technical direction			
	Option Period 1: 12 months				
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE			
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award			
	1b. The contractor shall review the "Healthy				
	Watersheds Initiative Support Quality				
1	Assurance Project Plan" and,	Within 30 days of beginning of			
<b>-</b> ,	<ul> <li>Verify that the QAPP is still</li> </ul>	new Option Period			
	appropriate for use; or				
	Recommend revisions.				
	immediately notify the EPA TOCOR of any QA	Immediate notification. If			
1	problems encountered that may impact the	notification is by phone call, the			
; <del>=</del> :	performance of this Task Order, with	contractor shall follow up with			
	recommendations for corrective action	email notification within 5 days.			
		10-15 business days after			
		receipt of written technical			
	1c. The contractor shall notify the EPA TOCOR	direction, the contractor shall			
	at any time during the task order if changes to	submit a draft revised QAPP.			
1	the QAPP is warranted (e.g., due to	Within 5 business days of			
	organizational changes, revised technical	receipt of EPA's comments on			
	approaches).	the draft QAPP, a final QAPP			
		that responds to EPA's written			
	41.15.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	comments			
	1d. If, during the Period of Performance of this				
	Task Order, the EPA TOM provides technical				
	direction that revisions to the QAPP are				
	determined to be necessary, the contractor shall submit a revised QAPP, including the				
	revision summary, within 10-15 business days	10-15 business days after			
	after receiving written technical direction to do	receipt of written technical			
	so. When preparing this "draft" revised version	direction, the contractor shall			
	of the QAPP, the contractor shall ensure that it	submit a draft revised QAPP.			
1	is written in an active voice and shall include a	Within 5 business days of			
<b>.</b>	version history page that summarizes changes	receipt of EPA's comments on			
	made. The contractor also shall provide EPA	the draft QAPP, a final QAPP			
	with copies of any modified SOPs or checklists.	that responds to EPA's written			
	EPA will review the "draft" revised QAPP and	comments			
	provide the contractor with written approval or	comments			
	comments. The contractor shall provide a final				
	, and the second				
	-				
	QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.				

1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppo	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	s and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of written technical direction

3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment
3	3.k. Final assessment report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
	Healthy Watersheds Component Ass	essments
4	4a. Project plan and schedule	Within 5 days of beginning of each project
4	4b. Conference calls and call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment
	Healthy Watersheds Protection Programs, Stra	tegies, and Projects
5	5a. Project plan and schedule	Within 5 days of beginning of each project
5	5b. Conference call and workshop logistical support, facilitation, and summary	Calls: within 21 days of written technical direction Workshop: Within 5 business days of written technical direction
5	5c. Draft report	Within 7 business days of written technical direction
5	5d. Final report	Within 10 business days of written technical direction
5	5e. Draft fact sheet and report on healthy watersheds implementation	Within 7 business days of written technical direction

5	5 f. Final fact sheet and report on healthy	Within 10 business days of		
	watersheds implementation	written technical direction		
SUPPORT HWI PROGRAM INTEGRATION				
6	6a. Meeting summaries	Within 5 business days of		
		written technical direction		
6	6b. Program integration project plan and	Within 10 business days of		
	schedule	written technical direction		
6	6c. Draft and final program integration	Within 10 business days of		
	strategies	written technical direction		
6	6d. Draft and final project reports	Within 10 business days of		
		written technical direction		
	Option Period 2: 9 months			
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE		
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award		
	1b. The contractor shall review the "Healthy			
	Watersheds Initiative Support Quality			
1	Assurance Project Plan" and,	Within 30 days of beginning of		
	Verify that the QAPP is still	new Option Period		
	appropriate for use; or			
	Recommend revisions.  - Recommend revisions.	Importation of		
	immediately notify the EPA TOCOR of any QA	Immediate notification. If		
1	problems encountered that may impact the performance of this Task Order, with	notification is by phone call, the contractor shall follow up with		
	recommendations for corrective action	email notification within 5 days.		
-	recommendations for corrective action	10-15 business days after		
		receipt of written technical		
	1c. The contractor shall notify the EPA TOCOR	direction, the contractor shall		
	at any time during the task order if changes to	submit a draft revised QAPP.		
1	the QAPP is warranted (e.g., due to	Within 5 business days of		
	organizational changes, revised technical	receipt of EPA's comments on		
	approaches).	the draft QAPP, a final QAPP		
		that responds to EPA's written		
		comments		
	1d. If, during the Period of Performance of this	10-15 business days after		
	Task Order, the EPA TOM provides technical	receipt of written technical		
	direction that revisions to the QAPP are	direction, the contractor shall		
	determined to be necessary, the contractor	submit a draft revised QAPP.		
1	shall submit a revised QAPP, including the	Within 5 business days of		
	revision summary, within 10-15 business days	receipt of EPA's comments on		
	after receiving written technical direction to do	the draft QAPP, a final QAPP		
	so. When preparing this "draft" revised version	that responds to EPA's written		
	of the QAPP, the contractor shall ensure that it	comments		

	is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	
1	1g. Monthly progress reports per contract requirement	For the duration of the Option Period
	HWI Communications Suppor	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	s and Milestones
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of

		beginning of each assessment
3	3d. Conduct meeting with assessment team &	Within 80-100 business days of
	meeting summary	beginning of each assessment
3	3.e. Complete data collection and final draft	Within 120 business days of
	technical approach	beginning of each assessment
3	3.f. Final technical approach	Within 10 business days of
		written technical direction
	3.g. Six ecological attribute indicators analyzed	Within 100 husings and days of
3	using statistical models/approaches & vulnerability assessment and draft assessment	Within 160 business days of beginning of each assessment
	report	beginning of each assessment
	3.h. Convene conference call to decide on any	
3	thresholds, index approach, and display of	Within 10 business days of
	results and call summary	written technical direction
3	3. i. Call summary on assessment team's review	Within 5 business days of
<b></b>	of results, graphics, & uses of assessment	written technical direction
3	3.j. Draft assessment report	Within 200 business days of
		beginning of each assessment
	3.k. Final assessment report and transfer	
3	geodatabase to EPA and project client (e.g,	Within 200- 280 business days
	state, National Estuary Program, Tribe, watershed group)	of beginning of each assessment
	watershed group)	
	1	
	+	
	Option Period 3: 12 months	s
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award

1	<ul> <li>1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,</li> <li>Verify that the QAPP is still appropriate for use; or</li> <li>Recommend revisions.</li> </ul>	Within 30 days of beginning of new Option Period
1	immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action	Immediate notification. If notification is by phone call, the contractor shall follow up with email notification within 5 days.
1	1c. The contractor shall notify the EPA TOCOR at any time during the task order if changes to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOCOR provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract	As specified in contract

	requirement				
	HWI Communications Suppor	rt			
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction			
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction			
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year			
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 90 – Day 270 of Task year			
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year			
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction			
	Integrated Assessments Detailed Deliverable	s and Milestones			
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction			
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment			
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment			
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment			
3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment			
3	3.f. Final technical approach	Within 10 business days of written technical direction			
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment			
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of	Within 10 business days of written technical direction			

	results and call summary		
_	3. i. Call summary on assessment team's review	Within 5 business days of	
3	of results, graphics, & uses of assessment	written technical direction	
		Within 200 business days of	
3	3.j. Draft assessment report	beginning of each assessment	
	3.k. Final assessment report and transfer		
,	geodatabase to EPA and project client (e.g,	Within 200- 280 business days	
3	state, National Estuary Program, Tribe,	of beginning of each assessment	
	watershed group)		
	Healthy Watersheds Component Ass	essments	
1	4a. Project plan and schedule	Within 5 days of beginning of	
	4a. Froject plan and schedule	each project	
		Calls: within 21 days of written	
		technical direction	
4 4 4 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	4b. Conference calls and call summaries	Call summaries: within 5	
		business days of written	
		technical direction	
4	4c. Draft assessment report	Within 200 business days of	
	·	beginning of each assessment	
	4d. Final assessment report and transfer		
4	assessment database to EPA and project client	Within 200- 280 business days	
4	(e.g, state, National Estuary Program, Tribe,	of beginning of each assessment	
	watershed group)	Lautine and Basinster	
	Healthy Watersheds Protection Programs, Stra	T T	
5	5a. Project plan and schedule	Within 5 days of beginning of	
		each project	
		Calls: within 21 days of written technical direction	
_	5b. Conference call and workshop logistical	Workshop: Within 5 business	
) 5	support, facilitation, and summary	days of written technical	
		direction	
		Within 7 business days of	
5	5c. Draft report	written technical direction	
		Within 10 business days of	
5	5d. Final report	written technical direction	
	5e. Draft fact sheet and report on healthy	Within 7 business days of	
5	watersheds implementation	written technical direction	
	5 f. Final fact sheet and report on healthy	Within 10 business days of	
5	watersheds implementation	written technical direction	
	SUPPORT HWI PROGRAM INTEGR.		
		Within 5 business days of	
6	6a. Meeting summaries	written technical direction	

	6b. Program integration project plan and	Within 10 business days of
6	schedule	written technical direction
	6c. Draft and final program integration	Within 10 business days of
6	, -	written technical direction
	strategies	
6	6d. Draft and final project reports	Within 10 business days of
		written technical direction
	Option Period 4: 6 months	
TASK	BENCHMARK / DELIVERABLE / MILESTONES	SCHEDULE
1	1a. Task Order Kick-Off Meeting	Within 15 days of TO Award
1	1b. The contractor shall review the "Healthy Watersheds Initiative Support Quality Assurance Project Plan" and,  • Verify that the QAPP is still appropriate for use; or  • Recommend revisions.	Within 30 days of beginning of new Option Period
1	immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action	Immediate notification. If notification is by phone call, the contractor shall follow up with email notification within 5 days.
1	1c. The contractor shall notify the EPA TOCOR at any time during the task order if changes to the QAPP is warranted (e.g., due to organizational changes, revised technical approaches).	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments
1	1d. If, during the Period of Performance of this Task Order, the EPA TOCOR provides technical direction that revisions to the QAPP are determined to be necessary, the contractor shall submit a revised QAPP, including the revision summary, within 10-15 business days after receiving written technical direction to do so. When preparing this "draft" revised version of the QAPP, the contractor shall ensure that it is written in an active voice and shall include a version history page that summarizes changes made. The contractor also shall provide EPA with copies of any modified SOPs or checklists. EPA will review the "draft" revised QAPP and	10-15 business days after receipt of written technical direction, the contractor shall submit a draft revised QAPP. Within 5 business days of receipt of EPA's comments on the draft QAPP, a final QAPP that responds to EPA's written comments

	provide the contractor with written approval or comments. The contractor shall provide a final	
	QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.	
1	1e. Progress report pre-midyear	NLT 60 days prior to midpoint of option year
1	1f. Progress report pre-end of year	NLT 60 days prior to end of option year
1	1g. Monthly progress reports per contract requirement	As specified in contract
	HWI Communications Suppor	rt
2	2a. Website updates up to 10 times per year and not exceed 20 pages and 50 examples as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2b. Healthy Watersheds News issues up to 4 issues per year as specified in written technical direction from the EPA TOCOR	10-15 business days after receipt of written technical direction
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 0 – Day 180 of Task year
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule Day 90 – Day 270 enforcement	
2	2c. Online Forum posts, discussion monitoring, approval of new members, and rule enforcement	Day 180 – Day 360 of Task year
2	2d. Up to 4 HWI webinars per year as specified in written technical direction from the EPA TOCOR	40-60 business days after receipt of written technical direction
	Integrated Assessments Detailed Deliverable	
3	3a. Conference calls & call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction
3	3b. Collect indicator data and place into a geodatabase	Within 80-100 business days of beginning of each assessment
3	3c. Draft technical approach	Within 80-100 business days of beginning of each assessment
3	3d. Conduct meeting with assessment team & meeting summary	Within 80-100 business days of beginning of each assessment

3	3.e. Complete data collection and final draft technical approach	Within 120 business days of beginning of each assessment				
3	3.f. Final technical approach	Within 10 business days of written technical direction				
3	3.g. Six ecological attribute indicators analyzed using statistical models/approaches & vulnerability assessment and draft assessment report	Within 160 business days of beginning of each assessment				
3	3.h. Convene conference call to decide on any thresholds, index approach, and display of results and call summary	Within 10 business days of written technical direction				
3	3. i. Call summary on assessment team's review of results, graphics, & uses of assessment	Within 5 business days of written technical direction				
3	3.j. Draft assessment report	Within 200 business days of beginning of each assessment				
3	3.k. Final assessment report and transfer geodatabase to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessmer				
	Healthy Watersheds Component Ass	essments				
4	4a. Project plan and schedule	Within 5 days of beginning of each project				
4	4b. Conference calls and call summaries	Calls: within 21 days of written technical direction Call summaries: within 5 business days of written technical direction				
4	4c. Draft assessment report	Within 200 business days of beginning of each assessment				
4	4d. Final assessment report and transfer assessment database to EPA and project client (e.g, state, National Estuary Program, Tribe, watershed group)	Within 200- 280 business days of beginning of each assessment				
	Healthy Watersheds Protection Programs, Stra	tegies, and Projects				
5	5a. Project plan and schedule	Within 5 days of beginning of each project				
5	5b. Conference call and workshop logistical support, facilitation, and summary	Calls: within 21 days of written technical direction Workshop: Within 5 business days of written technical direction				
5	5c. Draft report	Within 7 business days of written technical direction				

5	5d. Final report	Within 10 business days of written technical direction			
5	5e. Draft fact sheet and report on healthy	Within 7 business days of			
	watersheds implementation	written technical direction			
5	5 f. Final fact sheet and report on healthy	Within 10 business days of			
5	watersheds implementation	written technical direction			
	SUPPORT HWI PROGRAM INTEGR	ATION			
6	62 Mosting summaries	Within 5 business days of			
	6a. Meeting summaries	written technical direction			
6	6b. Program integration project plan and	Within 10 business days of			
6	schedule	written technical direction			
6	6c. Draft and final program integration	Within 10 business days of			
6	strategies	written technical direction			
6	6d Draft and final project reports	Within 10 business days of			
6	6d. Draft and final project reports	written technical direction			
	END OF TABLE				

When the Task Order reaches 30 calendar days prior to the end of the Period of Performance in a given period, the contractor shall make a determination that the deliverables, milestones, benchmarks, and any outstanding technical direction from the TOCOR, shall be satisfactorily completed in the form requested in the PWS by the end of the Period of Performance and for the remaining funding that is available.

If the contractor determines one or more of the above-referenced items will not be able to be completed in the requested form within the period of performance and with the available funding, the contractor shall notify the TOCOR and the CO immediately. Within 5 business days of said notification, the TOCOR in coordination with the CO will provide technical direction concerning use of the remaining funding to prepare and furnish to the TOCOR all interim draft deliverables, interim work products, and any working files in an electronic format which is supported by EPA, for eventual continuation of the project after the end date of the Task Order.

# **REPORTING**

All documentation and reporting under this Task Order shall be in compliance with contract requirements.

#### **DELIVERABLES AND GENERAL PERFORMANCE**

The contractor shall participate in meetings and conference calls arranged by the EPA Task Order Project Officer. The contractor shall, when requested by the TOCOR, provide supporting documentation when EPA is reviewing draft deliverables to facilitate EPA review and approval of the Contractor's work. Documentation shall include the electronic files and detailed, written

explanation of all steps and decisions. The Contractor shall comply with this request when it is received from the TOCOR regardless of whether such a request is described in the individual tasks of this PWS. The Contractor shall furnish this information in such manner that no proprietary software will be needed for EPA to read, interpret, replicate or model any work product of this agreement, unless otherwise noted in this PWS or by written permission of the EPA TOCOR. The objective is that anyone with the appropriate skill level can use the information produced under this Task Order to check or duplicate the Contractor's work for replication and/or verification. With this understanding of how this Task Order's data will be used, any elements essential to successfully replicating analysis shall be provided to EPA in a commonly-used format.

The Contractor shall provide both scientific/technical and editorial review as defined in section 2.6 of the Prime Contract Performance Work Statement on any Task Order **draft** product before submission to the EPA TOCOR for review. This process does not need to be performed by an independent peer reviewer. All editorial review comments shall be addressed before deliverables are furnished to the EPA TOCOR for review (in the case of draft deliverables) or acceptance (in the case of final deliverables); and any questions raised by scientific/ technical review shall be either addressed or discussed with the EPA TOCOR prior to the contractor furnishing draft deliverables.

The contractor's work shall be judged "satisfactory" according to the QAPP if TOCOR edits to deliverables are no more than ten percent (10%) of the content of any draft deliverable, or less than two percent (2%) of any final deliverable. In addition, the contractor's work shall be judged "satisfactory" according to the QASP if less than ten percent (10%) of the pages of written final deliverables contain Task Order Project Officer edits for such things as grammar, punctuation and format. The EPA TOCOR can, upon request, furnish a copy of the EPA correspondence manual for the contractor's use.

Upon receipt of written technical direction from the TOCOR, the contractor shall furnish:

- <u>all deliverables (draft and final)</u> to EPA shall be furnished in an electronic version and in an electronic format that EPA can support (see TSAWP Contract PWS Section 4.0 Deliverables).
- <u>all final deliverables</u> to EPA shall include one (1) electronic copy and a transmittal
  email that describes the attached deliverable and summarizes QA procedures applied
  in its development. All final deliverables shall be prepared according to EPA publication
  guidelines and shall be compliant with Section 508 of the Americans with Disabilities
  Act.

All submittals to EPA shall be formatted as described below.

**Electronic submissions** shall be made in the following manner: electronic Microsoft Word© for any written reports, summaries or analysis documents, Microsoft Excel© format for any and all

spreadsheets, ESRI file Geodatabase (or other format approved by the EPA TOCOR) for geospatial datasets. **Final electronic submissions** shall be on Compact Disk (CD) or Digital Versatile Disc (DVD) if too large to email as attachments or deliver via FTP. Every electronic document and all of the sections, text, graphs, charts or figures shall be unlocked, open and editable so that EPA may make further changes.

Appropriate electronic format that is supported by EPA and printing of all GIS data layers, maps, photos, bench sheets and other written material not easily printed or saved in the above formats shall be discussed and a format agreed upon with the EPA TOCOR prior to submittal by the contractor.

## VALIDATION OF SECTION 508 COMPLIANCE OF TASK ORDER DELIVERABLES

The Contractor will support the TOCOR in conducting a "Final Deliverable Validation" to ensure compliance with Section 508 and the Federal Acquisition Regulations (FAR) related to "electronic and information technology (EIT) deliverables". The Contractor shall furnish certification, in writing, to the TOCOR that the Contractor has complied with EPAAR Clause 1552.211-79 "Compliance with EPA Policies for Information Resources Management", including the requirement that all electronic and information technology (EIT) deliverables be Section 508 compliant in accordance with the policies referenced at <a href="http://www.epa.gov/accessibility/">http://www.epa.gov/accessibility/</a>.

#### **TRAVEL**

All travel under this Task Order shall be in compliance with contract requirements and only according to specific Technical Direction. (See contract clause H-17). For the Base Period, travel is anticipated for two onsite meetings (one is most likely Nashville, TN for a state healthy watersheds assessment) involving 2 contractors, unless otherwise directed by the TOCOR. For For the Option Periods, travel is anticipated for two onsite meetings involving 2 contractors, unless otherwise directed by the TOCOR.

## **CONTRACTOR IDENTIFICATION**

Contractor personnel shall always identify themselves as Contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative.

The Contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the EPA Task Order Project Officer.

## **CONFERENCE/MEETING GUIDELINES AND LIMITATIONS:**

The EPA projects that none of the individual meetings identified in these tasks will exceed a total cost of \$20,000. The contractor shall immediately notify the EPA Contracting Officer, PO and TOCOR of any anticipated individual event involving support for a meeting, conference,

workshop, symposium, retreat, seminar or training that may potentially incur \$20,000 or more in cost during performance. Conference expenses are all direct and indirect costs paid by the government and include any associated authorized travel and per diem expenses, room charges for official business, audiovisual use, light refreshments, registration fees, ground transportation and other expenses as defined by the Federal Travel Regulations. All outlays for conference preparation should be included, but the federal employee time for conference preparation should not be included. After notifying EPA of the potential to reach this threshold, the Contractor shall not proceed with the task(s) until authorized to do so by the Contracting Officer.

## **QUALITY ASSURANCE SURVEILLANCE PLAN:** per contract requirements

#### **ATTACHMENTS**

Filename HWI Support Final QAPP.PDF: "Healthy Watersheds Initiative Support Quality Assurance Project Plan" Task Order No. 31, Contract EP-C-08-002, June 25, 2012. (18 pp) (redacted copy attached).

Clinch-Powell Watershed Health Assessment (5-6-2013).pdf <a href="mailto:ftp://ftp.epa.gov/storet/xfer/">ftp://ftp.epa.gov/storet/xfer/</a> ClinchPowell zip file Comments on assessment report:

- CP HealthyWatersV1 VAReview.pdf
- Clinch-Powell Watershed Health Assessment (5-6-2013) JKL Suggest. pdf
- Clinch-Powell Watershed Health Assessment (5-6-2013)(TSO).pdf
- CP HealthyWatersV1 VAReview Patricks Comments.pdf
- David Duhl.pdf
- EPAR3.pdf
- ClinchPowell\_HWI\_Meeting\_Notes 07302013.pdf

FINALMontana PPR Literature Review 5\_6 Final.pdf MT Technical Approach 07-30-13.pdf

TauntonWatershedResiliency\_Draft\_42613.pdf
Consolidated comments on Draft7\_2\_13.pdf
Taunton Healthy Watershed Report annotate outline July 24\_13(2).pdf

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT					1. CONTRACT ID CODE		PAGE OF			
2. AMENDMENT/MODIFICATION NO. 3. EFFECTIVE DATE				4. R	 EQUISITION/PURCHASE REQ. NO.	5. PR	OJECT NO.	5 (If applicable)		
009		See Block :	160	PR:	-OW-16-00206			-		
6. ISSUED BY		CPOD		7, 1	OMINISTERED BY (If other than Item 6)	CODE	CPOD	<u>_</u>		
(FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268					CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268					
8. NAME AND ADDRESS OF CONTRACTOR (A	o., street, c	ounly, State and ZIP Co	de)	(x)	BA. AMENDMENT OF SOLICITATION NO.		· · · - ·	_		
R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NO	• 2771	192194			96. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORDER NEP-C-12-054	10.				
NEDERICA TRIANGES PARK NO	. 2110	J J Z I J 4			0004 000 ATED (SEE ITEM 13)					
CODE (b)(4)	Į,	FACILITY CODE			09/26/2013					
(6)(7)		3 10 4-00 11 MMMM-11-6	I V ADDI ISS TO 1	MEn	DMENTS OF SOLICITATIONS			<del></del>		
CHECK ONE A. THIS CHANGE ORDER IS IS ORDER NO. IN ITEM 10A.	S TO MOD	ed) DIFICATION OF CON RSUANT TO: (Speci	Net TRACTS/ORDERS  fy authority) THE	Ir S. IT CHA		SCRIBE	NTRACT	14.		
C. THIS SUPPLEMENTAL AGREE  X EPAAR 1552.211-73  D. OTHER (Specify type of modified)	and F	FAR 52,243-2			RITY OF:  Contractor's Proposal dated I	April	11, 201	6		
E. IMPORTANT: Contractor Lis		x is required to sign t			1					
14. DESCRIPTION OF AMENDMENT/MODIFICATION OF AMENDMENT/MODIFICATION OF NUMBER: (b)(4)  FOCOR: Nancy Arazan Max F  LIST OF CHANGES: Reason  This modification is issued	Expire for M  led to	ganized by UCF sec Date: 07/ Modification o incorpora	tion headings, incli 29/2016 on : Suppl te the fo 47 hours,	em	ental Agreement for work owing contractual change row 430 to 577, for Opti-	wit				
2. To revise the CPFF fo										
Original Incr Cost: (b)(4) Continued Except as provided herein, all terms and condition 15A NAME AND TITLE OF SIGNER (Type or pric Donna Cooper, Senior Contrac	11)	locument referenced	in Item 9 A or 10A	, as I	NAME AND TITLE OF CONTRACTING OFFICE					
15B. CONTRACTOR/OFFEROR			ATE SIGNED		elle Mills United States of AMERICA		16C.	DATE SIGNED		
Signature of person authorized to sign)		_   4-	20-16	_	(Signature of Contracting Officer)		4	Pulin		
				•	The second secon			<del>:                                    </del>		

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

AMENDMENT OF SOLICITATION/MODIFICA	NTRACT		CONTRACT ID CODE		PAGE OF			
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. REQ	L UISITION/PURCHASE REQ. NO.	5. PR	OJECT NO.	. (If applicable)	
009	See Bloc	k 16C	PR-0	W-16-00206			, , , ,	
6. ISSUED BY CODE	<del> </del>		7. ADN	MINISTERED BY (If other than Item 6)	CODE	CPOD		
(FOR U.S. MAIL ONLY) US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268				CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268				
8. NAME AND ADDRESS OF CONTRACTOR (No., street	t, county, State and 2	ZIP Code)	y) 9A.	AMENDMENT OF SOLICITATION NO.				
R T I International Attn: DEBORAH ELLISON PO BOX 12194 (b)(4) RESEARCH TRIANGLE PARK NC 27	- 2	× 10/ E E	DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER NO -C-12-054  004  B. DATED (SEE ITEM 13)	).				
CODE (b)(4)	FACILITY COD		0	9/26/2013				
(6)(4)	11 THIS ITE	M ONLY APPLIES TO AN		ENTS OF SOLICITATIONS				
Offers must acknowledge receipt of this amendment p Items 8 and 15, and returning co separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF overture of this amendment you desire to change an offereference to the solicitation and this amendment, and	pies of the amend to the solicitation OFFERS PRIOR <sup>a</sup> or already submitte	ment; (b) By acknowledg and amendment numbe FO THE HOUR AND DAT ed, such change may be	ging red rs. FA E SPE made	eipt of this amendment on each copy of the off ILURE OF YOUR ACKNOWLEDGEMENT TO CIFIED MAY RESULT IN REJECTION OF YOU by telegram or letter, provided each telegram or	er subr BE RE JR OFI	mitted; or (c CEIVED AT ER If by	c) By	
12. ACCOUNTING AND APPROPRIATION DATA (If requested See Schedule		0.00011 - 1	49.00		8,0	00.00		
B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH	CT/ORDER IS MO H IN ITEM 14, PUI T IS ENTERED IN FAR 52, 243	DIFIED TO REFLECT TI RSUANT TO THE AUTHO ITO PURSUANT TO AU	HE ADI ORITY THORI	ES SET FORTH IN ITEM 14 ARE MADE IN TH MINISTRATIVE CHANGES (such as changes in OF FAR 43.103(b). TY OF: Contractor's Proposal dated A	n payin	g office,	16	
	W to an entire d to			1	-60			
E. IMPORTANT: Contractor sis not. Sis required to sign this document and return 1 copies to the issuing office.  14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  DUNS Number: (b)(4)  TOCOR: Nancy Arazan Max Expire Date: 07/29/2016  LIST OF CHANGES: Reason for Modification: Supplemental Agreement for work within scope  This modification is issued to incorporate the following contractual changes:  1. To increase the Level of Effort by 147 hours, from 430 to 577, for Option Period 2. No changes are made to the performance work statement due to this increase.  2. To revise the CPFF for Option Period 2 as shown below:  Original Increase Revised CPFF  Cost: (b)(4)  Continued  Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)  Noelle Mills								
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. I	JNITED STATES OF AMERICA		160	C. DATE SIGNED	
(Signature of person authorized to sign)				(Signature of Contracting Officer)	ANID A	-	20 (PE)/ 10 92)	

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-C-12-054/0004/009
 2
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# NAME OF OFFEROR OR CONTRACTOR

R T I International

NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
)	(B)	(C)	(D)	(E)	(F)
	Fee: (b)(4)				
	CPFF: \$51,537 \$18,043 \$69,580				
	3. To extend the Period Of Performance end date				
	from 24-MAY-16 to 29-JUL-16.				
	4. To provide updates to applicable clauses, see				
	attached.				
	CHANGES FOR LINE ITEM NUMBER: 3				
	Total Amount changed from \$51,537.00 to \$69,580.00				
	Obligated Amount for this modification: \$18,000.00				
	Incremental Funded Amount changed from \$51,537.00				
	to \$69,537.00				
	End Date changed from 24-MAY-16 to 29-JUL-16				
	CHANGES FOR DELIVERY LOCATION: OW-OWOW-AWPD-NPSB				
	Amount changed from \$51,537.00 to \$69,580.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	15-16-B-87FP-202BD4X25-2505-1687PE6001-001				
	Beginning FiscalYear 15				
	Ending Fiscal Year 16 Fund (Appropriation) B				
	Budget Organization 87FP				
	Program (PRC) 202BD4X25				
	Budget (BOC) 2505				
	Job # (Site/Project)				
	Cost Organization				
	DCN-LineID 1687PE6001-001				
	Quantity: 0				
	Amount: \$18,000.00				
	Percent: 25.8695				
	Subject To Funding: N				
	Payment Address:				
	rayment naaress.				
	Delivery Location Code: OW-OWOW-AWPD-NPSB				
	AWPD-NPSB				
	US EPA-OW-OWOW-AWPD-NPSB				
	1200 PENNSYLVANIA AVE., NW				
	MC-4503-T				
	WASHINGTON DC 20460				
	Continued				

 CONTINUATION SHEET
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 OF

 EP-C-12-054/0004/009
 3
 5

NAME OF OFFEROR OR CONTRACTOR

R T I International

EM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 09/26/2013 to 07/29/2016				
	In consideration of the modification agreed to				
	herein as complete equitable adjustments for the				
	contractor's proposal dated April 11, 2015, the				
	Contractor hereby releases the Government from				
	any and all liability under this contract for				
	further equitable adjustments attributable to				
	such facts or circumstances giving rise to the				
	contractor's proposal. All other terms and				
	conditions shall remain unchanged.				
			Ιl		

#### Section B - Supplies or Services/Prices was revised as follows.

1 - Clauses was revised as follows.

Summary of Clause Changes:

Clause, 1552.211-73, is incorporated as follows:

# Local Clauses 1552.211-73 LEVEL OF EFFORT - COST REIMBURSEMENT TERM CONTRACT (APR 1984) DEVIATION (AUG 1985)

- (a) The Contractor shall perform all work and provide all required reports within the level of effort specified below. The Government will order 577 direct labor hours for the Option Period 2 which represents the Government's best estimate of the level of effort required to fulfill these requirements.
- (b) Direct labor includes personnel such as engineers, scientists, draftsmen, technicians, statisticians, and programmers and not support personnel such as company management, typists, and key punch operators even though such support personnel are normally treated as direct labor by the Contractor. The level of effort specified in paragraph (a) includes Contractor, subcontractor, and consultant labor hours.
- (c) Under any circumstances, if the Government orders or the Contractor provides less than 90 percent of the level of effort specified for the base period or any optional period exercised, an equitable downward adjustment of the fixed fee, if any, for that period will be made. The Government may require the Contractor to provide additional effort up to 110 percent of the level of effort for any period until the estimated cost for that period has been reached. However, this additional effort shall not result in any increase in the fixed fee, if any. If this is a cost-plus-incentive-fee (CPIF) contract, the term "fee" in this paragraph means "base fee and incentive fee." If this is a cost-plus-award-fee (CPAF) contract, the term "fee" in this paragraph means "base fee and award fee."
- (d) If the level of effort specified to be ordered during a given base or option period is not ordered during that period, that level of effort may not be accumulated and ordered during a subsequent period.
- (e) These terms and conditions do not supersede the requirements of either the "Limitation of Cost" or "Limitation of Funds" clauses.

(end of clause)

Clause, EPA-B-16-102, is incorporated as follows:

(a) The estimated cost of this contract is (b)(4)	
(b) The fixed fee is (b)(4)	

(c) The total estimated cost and fixed fee is \$69,580.00.

Clause, EPA-B-32-101, is incorporated as follows:

#### **Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE**

- (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of (b)(4) is allotted to cover estimated cost for Option Period 2. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee for Option Period 2. The amount allotted for costs is estimated to cover the contractor's performance through 07/20/2016.
- (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.
- (c) Recapitulation of Funds for Option Period 2:

Option Period 2 (9/25/15 - 7/29/16 per mod 09)								
	<b>Estimated Cost</b>	Fixed Fee	Cost Plus Fixed Fee					
Modification 06	(b)(4)	(b)(4)	\$19,703.00					
Modification 07			\$31,834.00					
Modification 09			\$18,000.00					
Total Funded			\$69,537.00					
Total Task Order*			\$69,580.00					
Balance Unfunded			\$43.00					
*Amended Via Mod 09								

## Section F - Deliveries or Performance was revised as follows.

1 - Clauses was revised as follows.

Summary of Clause Changes:

Clause, EPA-F-12-101, is incorporated as follows:

## **Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE**

The period of performance of this contract shall be from 9/26/2013 through 7/29/2016 inclusive of all required reports.